

Thomas Jefferson Classical Academy: CFA

**Board Meeting**

**August 7, 2018**

**Location:** Upper Campus, Leitner Auditorium

**Present:** Jerald DeLaGarza, Paul Foley, Andy Francis, Sally Harbin, Steve Herndon, Ray Maxwell, Tony Robbins, Elizabeth Sabolovic, Nick Longerbeam and Donna Trimble

**Others Present:** Dianna Bridges, upper campus principal; Jason Cole, grammar school principal; Jeff Ziegler, academic dean; and Tessa Waldrep, grammar school assistant principal

**Opening:**

The meeting opened at 5:47 p.m.

Pledge

Moment of silence

**Public Comment:**

Hannah Grubb expressed concern regarding the differences in the running of the grammar school campus and the upper school campus.

Pam Jones expressed concerns regarding the recent change in administration and its announcement.

**Chairman's Moment:**

Ray Maxwell asked that everyone remember the board, the staff, and the students as we begin a new school year. He also welcomed and congratulated Mrs. Dianna Bridges for being the Upper Campus Principal.

**Minutes (att. 1a):**

The following minutes were presented for approval:

June 5, 2018, July 2, 2018, July 13, 2018, and corrected February 2018.

Andy Francis made the motion to approve the minutes and Jerald DeLaGarza seconded the motion. The motion passed unanimously.

**Financial Report (att. 2a-h):**

Paul Foley noted that June 30 budget is on track and there are no recommendations. Mr. Foley also stated the Mr. Keller is currently working on our audit and we should expect it this fall.

**Continuing Business:****Team CFA Report:**

Paul Foley noted that CFA continues to add schools. Paul noted there will be a new school opening in Lexington NC. Davidson Charter will have 360 students.

**FORUM Report (att. 3a):**

Steve Herndon noted that the Forum had not met. The uniform resale will be Friday August 3<sup>rd</sup>. Steve reminded everyone that the Forum meets the second Tuesday of the month at 0815 at the grammar school. He also noted that the Forum voted to eliminate Forum representatives on the Board and change them to at-large members. Sally Harbin made the motion to appoint Elizabeth Sabolovic liaison to the Forum. Paul Foley seconded the motion. The motion passed unanimously.

**Approval of FY 19-20 Calendar:**

Jerald DeLaGarza made the motion to approve the FY 19-20 Calendar with revision. Christmas break will be December 23-January 03. Paul Foley seconded the motion. Andy Francis opposed the motion. The motion passed.

**Appointment of New Board Members, Class of 2021:**

The personnel committee recommends the following individuals be appointed to the Board: Christi Sutton, Jen Halliday, and Jacob Friedman. Elizabeth Sabolovic made the motion to accept the appointees to the Board. Sally Harbin seconded the motion. The motion passed unanimously.

**Term Extension for Tony Robbins, Class of 2021:**

Paul Foley made the motion to extend the term of Tony Robbins for 3 years. Andy Francis seconded the motion. The motion passed unanimously.

**Appointment of FY 18-19 Officers:**

Sally Harbin made to motion to keep the same slate of officers. Elizabeth seconded the motion. The motion passed unanimously.

Ray Maxwell, chairman; Andy Francis, vice-chairman; Paul Foley, treasurer; Sally Harbin, secretary; and Tony Robbins, grievance.

**Next Meetings:**

September 4, October 2, and November 6 at 5:45pm in the Leitner Auditorium

**Committee Reports:**

**Executive Committee did not meet.**

**Finance Committee** met early in the day. Paul Foley asked for a motion to be made to apply \$300,000 to salary increases. Ray Maxwell made the motion and Andy Francis seconded the motion. The motion passed unanimously. Ray Maxwell stated that the Board is committed to the staff and it will do all it can to help our staff. The Board values you what you are doing. Jason Cole expressed his thanks to the Board for its commitment to our staff.

Paul Foley made the motion to spend \$7,190 to finish the handicap access at the stadium. Andy Francis seconded the motion. The motion passed unanimously.

Paul Foley made the motion to spend \$16,500 for the canopy on the modular classrooms at the grammar school. Sally Harbin seconded the motion. Andy Francis abstained. The motion passed.

Paul Foley made the motion that up to \$15,000 be used to repair the roofs on the modular classrooms at the upper campus. Jerald DeLaGarza seconded the motion. The motion passed unanimously.

Paul Foley made the motion to renew the retainer with David R. Hostetler. Andy Francis seconded the motion. The motion passed unanimously.

**Public Relations/Community Outreach did not meet.** Steve Herndon did note that there were 2 advertising submissions completed: one to The Daily Courier and one to the Foothills Journal by WCAB radio. TJ will be participating with our booth at the Hilltop Fall Festival in Rutherfordton, October 6th and the Liver Mush Festival in Shelby, October 20<sup>th</sup>.

**Curriculum Committee did not meet.**

**Facilities Committee** had met. Andy Francis noted that several projects had been completed over the summer and some projects are still in the process of being completed. Andy noted that everyone has been working hard to have both campuses ready for school and he feels it's the best they have looked in many years. Andy and Jason thanked the town of Forest City and Appling Boring for their help with the modular unit at the grammar school. Andy noted that the committee is exploring bids to fix the roof in the auditorium. There is also a need for either an ice machine or a means to store ice at the grammar school.

**Fundraising Committee did not meet.**

**Legal Affairs Committee did not meet.**

**Personnel Committee** had met. Ray Maxwell noted that the Personnel Committee had met to interview principal candidates. He also stated that GPA weighting, 8<sup>th</sup> grade seats, and multiple policies may need to be revised as per the Performance Framework email sent by the Office of the Charter Schools.

**20/20 Vision Ad hoc Committee** had met earlier in the day. Paul Foley reviewed the USDA proposal and stated that the plan is moving forward. Ray Maxwell noted that significant progress had been made on the design phase. Sally Harbin made the motion to amend the June 5, 2018 2020 Vision minutes to correct grammatical errors. Andy Francis seconded the motion. The motion passed unanimously.

**New Business:**

**Uniform Update:**

Mike Fair thanked everyone on the committee for their time and input. Mike highlighted a presentation for awarding the uniform contract to Tommy Hilfiger beginning in the 2019-2020 school year. The advantages of Tommy Hilfiger include: online ordering through a web portal; fittings twice a year; no tax; flat shipping rate; replace at no cost; and 5% rebate to the school at the end of the year. A Tommy Hilfiger representative will be on campus August 23<sup>rd</sup> during lunch and from 4:30-6:00 and September 4<sup>th</sup> prior to the Board meeting.

**Grade Scale Policy 3190:**

Dianna Bridges noted that TJCA had been contacted by a principal from a Cleveland County School regarding our GPA weighting. Our scale exceeds the state scale and since we use the NC transcript it looks like non-Honors classes receive Honors weighting. There are 2 options:

1. Devise our own transcript, but test scores will not transfer.
2. Go back to the traditional grading scale.

Paul Foley stated that he will check with other CFA schools.

Dianna Bridges stated that she will check with other charter schools, private schools, and colleges.

**Performance Framework Discussion:**

Dianna Bridges noted that the performance framework is 90% complete and it will meet the August 30<sup>th</sup> deadline.

**Required Policy Modifications:**

Andy Francis made the motion to approve the modifications to the following policies:

Conflicts of Interest: 2270 & 1330; Criminal Background Checks: 2090; Grievance: 2350 & 3560; and Student Discipline: 3210.

Jerald DeLaGarza seconded the motion. The motion passed unanimously.

Andy Francis made the motion to approve the following finance policy revisions including amendment to the Field Trips policy:

Money Collected from Students: 5030; Purchases: 5010; Reimbursements: 5020; Gatekeepers: 7720; Field Trips: 5040.

The mileage reimbursement will reflect the IRS prevailing rate.

Sally Harbin seconded the motion. The motion passed unanimously.

The policy modifications/revisions reflect state board policy and mirror the policies of the Office of Charter Schools.

**Projected FY 19 Enrollment:** 1367 students

**Revised Lease Letter:**

The increase in the lease agreement reflects an increase in the insurance premium. The premium is \$913.33. Andy Francis made the motion to approve the lease between TJCA and TJCEF. Paul Foley seconded the motion. The motion passed unanimously.

**Principal Reports:**

**Upper Campus-Mrs. Bridges**

Mrs. Bridges thanked the Board for the opportunity to be principal. She is looking forward to the school year. She stated that we are fully staffed for the year. She noted that the custodians and maintenance staffs worked long hours this summer to improve the campus. She also stated that campus and student safety will be a main focus this year. She will discuss with Ray Maxwell the Calder Foundation Grant for science classrooms.

**Grammar Campus-Mr. Cole**

Mr. Cole noted the grammar school is fully staffed. He said everyone worked hard to get the campus ready. He stated he's excited about this year.

**Budget Discussion**

We have an excellent enrollment projection for this year. The budget is on track and it will be finalized once the enrollment numbers are finalized.

Andy Francis made the motion to adjourn. Paul Foley seconded the motion. The meeting adjourned at 7:22pm.