

Thomas Jefferson Classical Academy: CFA

**Board Meeting**

**June 5, 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:** Joe Maimone, headmaster; Jason Cole, grammar school principal; Jeff Ziegler, academic dean; and Tessa Waldrep, grammar school assistant principal

**Opening:**

The meeting opened at 5:45 p.m.

Pledge

Prayer

**Public Comment:** None

**Chairman's Moment:**

Ray Maxwell noted that at the Grammar School a student, Emily Faulkner, had started a backpack program for less kids. Ray Maxwell stated how important it is to give back to the community. He also noted that as educators we encourage students to treat others with compassion.

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

The May board meeting minutes were presented with minor typographical changes noted. 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 several items that the finance committee had discussed recently. The first was that the April 30 budget for is on track. Mr. Foley made the motion for the report to be approved with a second by Andy Francis. The motion passed unanimously.

Mr. Foley also made a motion to amend the amount transferred from the fund balance from \$500,000 to \$300,000. Andy Francis seconded the motion and the motion passed unanimously

Mr. Foley asked for a motion to donate/transfer \$300,000 from the fund balance to TJCEF on July 2, 2018 to cover capital expenses and architectural site expenses. Andy Francis made the motion and Jerald DeLaGarza seconded the motion. The motion passed unanimously.

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

Paul Foley noted that CFA continues to add schools. Paul and Ray met with Tony Helton to discuss ways to continue the successes at TJCA. Hopefully, there will be opportunities for CFA to help in the future.

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

Elizabeth Sabolovic noted what a great job the Forum did at graduation. New Forum officers were elected: Chairman: Pam Jones; Vice Chairman of Upper Campus: Effie Fiore; Vice Chairman of Lower Campus: Kelly Hall; Secretary: Dana Yelton and Treasurer: Ashley Garland

Elizabeth also noted that the Forum had purchased two Bistro Sets for the faculty deck located outside the high school.

Betty Yelton is stepping down as the staff appreciation coordinator at the grammar school.

**Burgundy and Gold Committee (att. 3b):**

Mr. Maimone reported the Burgundy and Gold committee awarded \$28,000 in scholarships and this is the highest total to date. There is money remaining for next year's scholarships. He thanked everyone involved

**Director's Report (att. 4):**

Jason Cole noted that the Grammar School had a great end of the year.

Mr. Maimone noted that graduation was great and it was the largest class so far with 82 students.

Mr. Maimone reported that the pre-enrollment number for next year is 1427. He added that the enrollment figures should be about 1,350 by the start of the school year.

Mr. Maimone noted that our proficiency score had improved from 85.45 to 87.6.

Mr. Maimone reported that TJCA had received a \$200,000 grant from the Calder Foundation for science classrooms. He also noted that he continues to work with a group of 62 potential donors. He reported that our USDA package will go before the committee June 7, 2018.

Lastly, Mr. Maimone reported that for the 7 year in a row TJCA is a top 5 school in NC and a top 125 school in the US.

**Committee Reports:****Executive Committee:**

Ray Maxwell noted that the committee had met on May 11, 2018 to discuss a personnel issue.

**Community Relations Committee (att. 5b):**

Did not meet.

**Curriculum Committee (att. 5c):**

Did not meet.

**Facilities Committee (att. 5d):**

Andy Francis reported that the committee had met and it reviewed the summer maintenance schedule. Andy noted that Jason had done a great job with the modular units at the Grammar School. Construction on the concession stand roof will begin June 6, 2018. Replacing the windows in the middle school gym is an issue because it is a small job and Andy is having a difficult time finding someone to do it. Supplies for the summer maintenance jobs have been ordered. Also, a lift will have to be rented to work on the lights at the Grammar School.

**Fundraising Committee (att. 5e):**

Tony Robbins noted the committee had met to discuss fundraising strategies, but the committee is waiting for USDA approval.

**Legal Affairs Committee (att. 5f):**

Did not meet.

**Personnel/Policy Committee (att. 5g, 7):**

Ray Maxwell noted that committee had met and discussed several topics. A pay plan structure is in progress and will be ready by the end of the summer. Dianna Bridges is currently working on updated job descriptions. Employee salaries were discussed.

Ray also reported that the committee had interviewed several candidates for the vacant board positions. Jen Haliday, Christine Sutton, and Jacob Friedman will be presented at the August Board meeting for approval. Steve Herndon made the motion to include the approval of new board members on the August agenda and Paul Foley seconded the motion. The motion passed unanimously.

Ray made the motion to renew Tony Robbins' board term and Andy Francis made the motion. The motion passed unanimously.

Andy Francis made the motion that the board continue with its current slate of officers:

Ray Maxwell: Chairman

Andy Francis: Vice Chairman

Sally Harbin: Secretary

Tony Robbins: Grievance

Paul Foley: Treasurer

Paul Foley seconded the motion. The motion passed unanimously.

**Ad hoc Vision Committee (att. 5h):**

Joe Maimone reported on the package has been finalized and it will be reviewed by the committee June 7, 2018. He noted that we are making progress with fundraising as evidence by the Calder Foundation grant. Options for staff donations are being explored. TJCA is exploring surrounding properties to help with the expansion. The Little architectural plan is 98% complete.

## **Continuing Business:**

**Upcoming meetings:** Upcoming board meetings are scheduled for 5:45 p.m. Aug. 7 at Leitner Auditorium. The Aug. 7 will be the annual meeting which the election of officers.

**Performance Evaluation Policy:** Sally Harbin made to the motion to approve the Performance Evaluation Policy and Elizabeth Sabolovic seconded it. The motion passed unanimously.

**2019-2020 Proposed Calendar (att. 7):** Discussion of the 2019-2020 proposed calendar was tabled.

## **New Business:**

**Acceptance of the Calder Foundation Grant:** Andy Francis made the motion to accept the grant from the Calder Foundation and Jerald DeLaGarza seconded the motion. The motion passed unanimously.

**Curriculum Planning:** Jeff Zielger noted that Mr. Blake, Mr. Fair, Mr. Maimone, and he had met to discuss possible curriculum options. The discussion included the following points:

1. Recognition of the general need that has been discerned for increased dual-enrollment opportunities.
2. Recognition that students signed up for August 2018 classes in the spring following information sessions, and that any potential significant increase in dual-enrollment options is realistically a year away.
3. The importance of conversation and dialogue with students, parents, and staff, particularly surveys, about immediate and longer-term areas of dual-enrollment interest.
4. The importance of emphasizing that the intent is not to displace faculty but to complement the classical curriculum and the AP offerings.
5. Small incremental adjustments, generally utilizing staff we currently have, whose master's-level work enables them to teach dual enrollment courses. This is especially important in math, as representatives of a local community college have told us that they are unable to send a math instructor to TJ.
6. In this context, it occurred to us there are nonetheless possible immediate areas of integration of dual enrollment in the curriculum: -- having a TJ math teacher teach a dual-enrollment course such as Math 171/172 (Pre-Calculus) -- having a TJ English teacher teach a literature course such as British Literature
7. TJCA has offered dual enrollment courses for the majority of its history, from dual enrollment options with UNCG's now defunct iSchool, to advanced mathematics courses with Gardner-Webb, to courses with ICC, such as psychology, sociology, criminal justice, and equine science. In addition to equine science, it occurred to us that criminal justice and forensics might be areas to integrate within our current course offerings.
8. Other areas worth exploring are a CNA course, the i-TECH program, religion, and courses associated with equine science.
9. Iron out details of articulation agreement with community college, including the question of who will compensate and how any compensation will take place
10. The special studies provisions of the charter permits serious consideration of a classical vocational program, and we will be discussing this internally.
11. With respect to the matter of online classes and schedule changes, before school and after school, 3:00 to 4:30 or 3:30 to 5:30, are options for dual-enrollment enhancements taught by community college courses.
12. With respect to fine arts enhancements, a committee began work in early spring to propose fine arts enhancements to the curriculum. In April, Mr. Blake asked that the committee complete its work in the 2018-19 school year, rather than rush into a premature proposal.

**Contracts:** None

The board recessed at 6:52 and the TJCEF meeting was called to order by Ray Maxwell at 6:59.

**Present:** Jerald DeLaGarza, Paul Foley, Andy Francis, Sally Harbin, Steve Herndon, Ray Maxwell, Elizabeth Sabolovic, Nick Longerbeam, Joe Maimone, Jason Cole, and Donna Trimble

**Approval of April Minutes:** Andy Francis made the motion to approve the April minutes and Paul Foley seconded the motion. The motion passed unanimously.

**Financial Statements through May:** Steve Herndon made the motion to accept the financial statements through May and Andy Francis seconded the motion. The motion passed unanimously.

**Acceptance of TJCA-CFA donation from Fund Balance:** Steve Herndon made the motion to accept the donation of \$300,000 from the fund balance on July 2, 2018 and Andy Francis seconded the motion. The motion passed unanimously.

**Update on USDA loan, Update on Property Deed:** Property is being deeded to TJCA. There is also a verbal agreement to purchase 3 properties for \$22,000. There are 2 properties of interest. TJCEF will explore the possibility of purchasing all 5 properties not exceed \$75,000. Andy Francis made the motion to authorize the purchase of 3 properties for \$22,000 and Sally Harbin seconded the motion. The motion passed unanimously.

**Fundraising Committee Minutes:** Andy Francis made the motion to approve the fundraising minutes and Jerald DeLaGarza seconded the motion. The motion passed unanimously.

**Contracts:** Paul Foley made the motion to execute the contract with Hilltop Securities and Steve Herndon seconded the motion. The motion passed unanimously.

Andy Francis made the motion to adjourn the Thomas Jefferson Community Education meeting and return to the Thomas Jefferson Classical Academy meeting.. The motion was seconded by Steve Herndon and the TJCEF meeting was adjourned at approximately 7:15.

Andy Francis made the motion for the TJCA Board to move into closed session pursuant to: GS 143-318-11(a) (5); GS 143-318-11(a) (6); GS 143-318-11(a) (3). Elizabeth Sabolovic seconded the motion and the board moved into closed session at 7:16.

The Board moved to closed session for discussion in another room in accordance with NCGS 143-318.11 (a) (5), (a) (6), (a) (3).

After lengthy personnel discussion, a motion was made by Andy Francis and seconded by Elizabeth Sabolovic to end the closed session. The motion passed unanimously.

A motion was made by Andy Francis and seconded by Jerald DeLagarza to end the June 5, 2018 Board meeting. The motion passed unanimously and the Board meeting adjourned at approximately 9:00 pm.

