

Thomas Jefferson Classical Academy: CFA

Board Meeting

05SEP17

Location: Upper Campus, Leitner Auditorium

Present: Paul Foley, Steve Herndon, Nick Longerbeam, Ray Maxwell, Elizabeth Sabolovic, Donna Trimble, Sally Harbin, Andy Francis, & Tony Robbins.

Absent: Jerald DeLaGarza and Gary Blake

Others Present: Joe Maimone, headmaster; Jason Cole, grammar school principal; Tessa Waldrep, grammar school assistant principal; Mike Fair, upper campus assistant principal; and Jeff Ziegler, academic dean.

Opening:

The meeting opened at 5:46pm.

Pledge

Moment of silence

Public Comment:

None

Chairman's Moment:

Ray Maxwell opened the meeting by welcoming everyone back to school. Ray stated that it had been a busy summer preparing both campuses for the new school year. He noted that the sports programs are in full swing. Ray encouraged everyone to do their very best. Teachers give students the education they deserve, so let's make it the best school year possible. He finished by reminding everyone that it takes a team effort and thanked everyone for their commitment to the board.

Minutes (att. 1):

The August board meeting minutes were presented. Paul Foley made the motion to amend two items in the minutes. The attendance of the August board meeting was amended to reflect that Donna Trimble, Andy Francis, and Tony Robbins were present Paul Foley made the motion to accept the minutes as amended and Andy Francis seconded the motion. The motion passed unanimously.

Financial Report (att. 2a-d):

Paul Foley noted the finance committee had met earlier in the day. Mr. Keller completed an audit on Aug. 16. Board members must provide 2 forms of proof of residence. Also, the 2016 audit of the 401k plan revealed no findings. Current ADM is 1294. The current budget has a \$90,504.88 surplus and expenses are still being reviewed. Paul Foley made the motion to accept the 2017-2018 preliminary budget. Andy Francis seconded the motion. The motion passed unanimously. Paul Foley will clarify the Finance Committee minutes at the October Finance Committee meeting.

Paul Foley made the other following motions:

1. Recommendation that the TJCA Foundation pay \$1900.00 for the Phase I study for the proposed site.
2. Recommendation that the TJCA Foundation pays Little Construction for the review of the other properties in the amounts of \$3750.00 and \$93.64.

Andy Francis seconded the motion. The motion passed unanimously.

Continuing Business:

Team CFA Update:

Paul Foley noted that CFA is actively looking to add schools to the network.

FORUM Report (att. 3):

Elizabeth Sabolovic noted that the Forum had met and the Forum will meet on the second Tuesday of every month in the Grammar School cafeteria at 0800. McTeacher day will be Sept 19 at the McDonald's on Oak St. Fall Festival is planned for October. Elizabeth reminded everyone to link their Ingles cards to the TJ account. Lastly, several ICEE days are planned for both campuses

Director's Report (att. 4a, b):

Joe Maimone stated we have a current enrollment of 1294. There was an issue with the online application process. We discovered an issue with the Lotterease program that did not alert us when students invited to join were dropped after 10 days with no response. 133 students were invited from the waiting list and 55 accepted. There are currently 109 students remaining on the waiting list. He noted that Casper's Closet had been notified regarding the uniform contract. He also noted that TJ has had a great start to the sports season.

Jason Cole stated the Grammar School has had a great start. He noted the Grammar School staff did a great job welcoming students. MAP testing is ongoing.

Committee Reports:

Executive Report (att. 5a):

Ray Maxwell noted the policies and personnel procedures are currently being reviewed and discussed.

Community Relations (att. 5b-c):

Did not meet.

Curriculum:

Did not meet.

Facilities:

Andy Francis noted that the Facilities Committee had met. The committee is exploring options to replace the bus fleet. Currently, adding 2 activity buses and a charter bus are being considered. Campus maintenance department is doing better to maintain the campus. The gas supply is in good standing. Andy stated that TJ will be reviewing its Code Red policy.

Fundraising:

Joe Maimone noted that he has a scheduled conference call with the fundraising group. He also noted that he has a resume for a prospective board member who has fundraising experience.

Legal Affairs:

Did not meet.

Personnel/Policy (att. 6):

Did not meet.

Ad hoc Vision:

Paul Foley noted that the vision committee had met. Paul made the motion that the board approve expanding the current high school campus to include a 9-12 high school building, a gym, and athletic fields. The estimate is \$17 million in new financing for a total of \$27 million through the USDA. Andy Francis seconded the motion. The motion passed unanimously. Ray Maxwell emphasized that the Vision Committee had explored many options to make the best decision for TJ. Paul Foley noted that financial review will allow for a decline in enrollment.

Joe Maimone noted that funding through USDA offers 40 yr low long term rates. The plan is to submit the initial paperwork to USDA Oct 1.

Transition Committee:

Paul Foley stated that good communication is essential as we move forward.

New Business:

Upcoming meetings: October 3 (upper campus); November 7 (upper campus), December 5 (upper campus)

Policy Updates:

David Hostetler has reviewed our bylaws and he offered that we may use his template to meet our needs. Legal Affairs committee will discuss any necessary changes and bring recommendations to the board. Also, the current Whistleblower blower needs to be updated.

Ray Maxwell noted that there are 2 vacant board positions that need to be filled. The positions will be advertised. Anyone interested will submit an application and go through the interview process. No time table has been established.

Ray Maxwell discussed a deadline for submitting agenda discussion items. One week prior to board meeting is suggested.

Joe Maimone introduced Dianna Bridges as the new HR director. Dianna brings 30 years' experience to TJ.

Ray Maxwell stated that one of Dianna's first tasks will be to explore pay inconsistencies and make recommendations to the Executive Committee.

Andy Francis made the motion to adjourn and Paul Foley seconded the motion. The motion passed unanimously. Meeting adjourned at 6:38.