

Tallahassee Classical School

03/07/2019

Board Meeting Minutes

Leroy Collins Main Library - Henderson Room (2nd Floor West)

Members Present: Jana Sayler, Ben Graybar, Joni Scott-Weideman, Jennings DePriest, Anne Corcoran, Kevin Kjellerup

Call to Order: Meeting called to order at 5:50pm

1. Unfinished business – update on facilities, Todd Lucas
 - a. New Permanent Facility - 2 weeks from submitting Building Permit Plans, once accepted - there is a 20 day window for comment. 30-40 Days from building permit approval (once submitted). Tuesday the site plan will be reviewed. Hope to start construction in beginning of May.
 - b. Temporary Facility - Sent in Letter of Intent for St. Augustine Property
 - i. We wanted 6 months, Owner wanted to rent it to us for at least 8 months and we would still have to pay ½ of the remaining 4 months to total a 12month lease
 - ii. Owners wanted us to demo walls; additional requirement to pay to break down cubicles and be stored and then put back in. Yesterday morning they reached out to the Broker for the building plan.
 - iii. Todd requested the owner sign a affidavit stating that they allow us to do work on their property. Owner was supposed to execute it and overnight for midday today, so they could have it for submission. Owner would not sign until lease is finalized. That in turn means that if we don't have it by tomorrow morning, it may push it out for a month more which means we cannot get the temporary space built in time. Todd willsubmit and hold our place in line. His hope is by the time they get to us, we will have the affidavit.
2. Reading & Approval of the Previous Meeting's Minutes – provided in board packet - Ben Graybar moved to accept minutes as prepared, Joni Scott-Weideman seconded it. Passed Unanimously.
3. Public Comment - None
 - *Public comment is limited to three minutes per person. A group of persons speaking collectively on subject is limited to 15 minutes. For an extended presentation, please contact the Board Secretary at least seven days prior to a meeting.*
4. Guest Discourse – Signature School Products furniture presentation, 6pm.
 - a. Quote provided in board packet.; see handouts; Installation usually is 6 days. Lifetime Warranty on furniture. Order, Delivery and Set-up included - Turnkey. Jam installations will do move from temporary to new facility. Need order by mid April to ensure delivery. Warehouse in Orlando.
5. Guest Discourse – MeTEOR Education furniture presentation, 7:15 pm - Quote provided in board packet. Sometimes not as cheap with fire files. Will let us know if they cannot provide the cheapest bid for the furniture. Can move us also from temporary to permanent facility. Warehouse in Gainesville. Install is 2-3 days with all product on site.
6. Review pertinent authorizer correspondence since previous meeting – Steve Wright
7. School Leader's Report
 - a. Hiring Update – Steve Wright
 - b. Enrollment Report – provided in board packet
 - c. Registration Report – provided in board packet
8. Business Manager's Report
 - a. Human Resources – Payroll (Jana), Retirement (Ben), Benefits (Joni)
9. Board Audit Committee Report (F.A.C.E.)
 - a. Financials – to be provided at next meeting
 - b. Achievements – nothing to report
 - c. Compliance –

- i. Fingerprinting to be completed by March 11. Forms for Kevin, Steve.
 - d. Environment – nothing to report
- 10. Other Board Committee Reports
 - a. Fundraising Committee – Joni
 - i. Please share event on FB
 - ii. Buy tickets for yourselves
 - iii. Have future parents helping with Centerpieces/Check-in
 - b. Uniform Committee – Steve, Adrienne
 - i. Adrienne to discuss with Lands End & Tommy Hilfiger their contract requirements and commitments to us now that we are not exclusive with either company.
- 11. Unfinished Business (continued)
 - a. Bridge loan options – CLI Capital vs. PeoplesSouth
 - i. Waiting for PeopleSouth - next Tuesday
 - b. E-Rate vendor recommendation – Jennings
- 12. New Business
- 13. Upcoming events and board meetings
 - a. March 12, 6:00 pm, 435 N. Macomb, 2nd floor – Planning Commission Hearing
 - b. March 14 or 25, 5:45 pm, downtown library, Henderson Room – technology presentations
 - c. March 28, 6:00 – 8:00 pm, Sheraton – Inaugural Tallahassee Classic
 - d. March 29, 7:45, The Egg – breakfast with Phil Kilgore
- 14. Ongoing board development and self-assessment
 - a. Required Board Training – deadline March 11, 2019
 - b. DOE new charter school training – May 14, 2019 in Orlando, FL
 - c. National Charter School Conference – June 30 – July 3, 2019 in Las Vegas, NV
 - d. Florida Charter School Conference – Oct 29 – 31, 2019 in Orlando
- 15. Adjourn Meeting
 - a. Ben Graybar made a motion to adjourn, seconded by Joni Weideman.
 - b. Motion passed unanimously
 - c. Meeting Adjourned at 8:35pm



Submitted by Joni Weideman, TCS Board Secretary.