

Tallahassee Classical School

Board Meeting Minutes

4/15/2019 at 5:45 pm

Leon County Public Library, Downtown Branch, Henderson Room

Meeting Called to Order at 6:00pm

Attendees: Jana Saylor, Kevin Kjellerup, Joni Weideman, Ben Graybar, Jennings DePriest

1. Reading & Approval of the Previous Meeting's Minutes – provided in board packet – Motion to approve minutes as written by Joni Weideman, seconded by Kevin Kjellerup. Unanimously approved.
2. Public Comment
 - *Public comment is limited to three minutes per person. A group of persons speaking collectively on a subject is limited to 15 minutes. For an extended presentation, please contact the Board Secretary at least seven days prior to a meeting.*
3. Guest Discourse – Contracts with Summit Construction Management Group – Steve Sellers
 - a. Steve Sellers is still reviewing the contract
4. Guest Discourse – Commercial Lease – Steve Sellers
 - a. Steve Sellers had a positive discussion with Landlord. Landlord's primary concern is end exposure of property. He wants to ensure restoration and usage of building returns to current status.
 - b. Need to close by May 1st, 2019.
5. Review pertinent authorizer correspondence since previous meeting – Steve Wright – not present because at teacher interviews
6. Principal's Report
 - a. Hiring Update – Steve Wright
 - i. Assistant Principal Hired – Adrienne Campbell – Start Date is May 6, 2019.
 - ii. 22 interviews; 13 likely offers; 5 are uncertain
 - b. Teachers-teachers.com pricing – Jana Saylor for Steve Wright
 - i. Pricing is higher than the previously approved \$500.
 - ii. \$800 initial, \$1250 annual fee
 - iii. Motion to approve teacher-teachers fees by Joni Weideman, seconded by Kevin Kjellerup. Unanimously approved
 - c. Enrollment Report – provided in board packet
 - d. Registration Report – provided in board packet
7. Business Manager's Report
 - a. CSP Grant update – Jana Saylor
 - i. Completed Vendor set up with LCS last Friday
 - ii. Requested Reimbursement for Steve Wright's Flight \$500
 - iii. Need a signed lease to enter next phase of CSP grant and receive funding
 - iv. Anticipated CSP grant - \$549,500.00
 - b. Facility update – Jana
 - i. Permanent Facility Approved 2 April 2019
 - ii. Temporary Facility Verbally Approved 8 April 2019
 - iii. Final paperwork approval on 22 April 2019
 - iv. 7 May 2019 – Planning Commission Hearing on Site Plan
 - c. Bridge loan update – Documents Signed tonight by Jana Saylor
8. Board Audit Committee Report (F.A.C.E.)
 - a. Financials – March 2019 financials provided in board packet. Motion to approve financials as written by Kevin Kjellerup, Joni Weideman seconded it. Unanimously approved.

- b. Achievements – nothing to report
- c. Compliance – nothing to report
- d. Environment – nothing to report
- 9. Other Board Committee Reports – nothing to report
 - a. Uniform Committee – Steve, Adrienne
- 10. Unfinished Business – none at this time.
- 11. New Business
 - a. Engagement Letter with Dudley, Sellers, Healy, Heath & Desmond, PLLC
 - b. Principal evaluation discussion – Kevin
 - i. Spoke with Mark Dillon (affiliated with BCSI) who offered to review and come back with some recommendations that fit our school’s goal and vision
 - c. Borrower’s Resolution, signatures required – Jana Sayler
 - i. Ben Graybar moved to approve Borrower’s resolution, Kevin Kjellerup seconded it. Unanimously approved.
 - d. Lease for 2002 Old St. Augustine Road – Jana Sayler
 - e. Summit Construction Management Group construction contract – Jana Sayler
 - f. Summit Construction Management Group renovation contract – Jana Sayler
- 12. Upcoming events and board meetings
 - a. April 18, 5:45 pm, Henderson Room – board meeting
 - b. April 22, 9:00 am, Development Review Committee hearing, temporary facility
 - c. April 25, 5:45 pm, 2453 Mahan Dr.
 - d. May 7, 6:00 pm, Planning commission hearing, temporary facility
- 13. Ongoing board development and self-assessment
 - a. Required Board Training – due immediately
 - b. DOE new charter school training – May 14, 2019 in Orlando, FL
 - c. Florida Charter School Conference – Oct 29 – 31, 2019 in Orlando

Meeting Adjourned at 8:15pm

//e-signed Joni Scott-Weideman//
Submitted by Joni Scott-Weideman
TCS Board Secretary