

Tallahassee Classical School

Board Meeting Minutes

6/17/2019 at 5:58pm

Hancock Whitney Bank, 2453 Mahan Drive, Community Room

Attendees: Jana Saylor, Ben Graybar, Jennings DePriest, Joni Scott-Weideman

Guest: Adrienne Campbell

1. Reading & Approval of the Previous Meeting's Minutes – provided in board packet
 - a. Jana made a motion to change the wording on the minutes in 4B -- to Jennings stated that if it is at or below \$85K. Joni seconded it. Jennings made a motion to approve the minutes with the amendment, Ben seconded it. 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 – none at this time
4. Review pertinent authorizer correspondence since previous meeting – Jana Saylor
 - a. King and Walker responded to Justin's email and there were no further questions regarding the fee.
5. Business Manager's Report
 - a. Facility update – LOI and draft contract provided in board packet. Contract is in approvals with St. Joe. Loan approval is on hold until contract is fully executed.
 - b. Optima Line of Credit update - We were able to borrow \$17,000 to pay our vendors.
 - c. Program Enhancement Fees update – provided in board packet - Refunded approximately \$3600-\$3800, close to 20% have been refunded upon request.
6. Board Audit Committee Report (F.A.C.E.)
 - a. Financials – May 2019 financials provided in board packet. Balance of \$1100 by the time all amounts are paid. Ben motioned to accept as presented. Jennings seconded it. Unanimously approved.
 - b. Achievements – nothing to report
 - c. Compliance – nothing to report
 - d. Environment – nothing to report
7. Other Board Committee Reports – none at this time
8. Unfinished Business
 - a. Board resolution – Joni made a motion to approve the Corporate Authorization Resolution for removal of Steve Wright from payroll bank account, in addition to adding Ben Graybar to the resolution. Jennings seconded it. Unanimously approved.
9. New Business
 - a. If funds allow; Jana suggested we join the Florida Consortium of Public Charter Schools which would give us significant tools during our planning year. The cost is \$750.00 during a planning year.
 - b. Ben proposed that we have done an extensive Principal search, vetted with BCSI. We need to proceed with selecting our next highly qualified candidate. Jennings

seconded it. Unanimously approved. Mrs. Adrienne Campbell is the new principal of Tallahassee Classical School.

- c. Board Committee creation / volunteer recruitment
 - i. Audit/Financial Oversight Committee - Ben & Jana
 - ii. Development Team (ie Fundraising) - Joni
 - iii. School Safety Committee - Jennings, Adrienne
 - iv. Governance Committee - Jana & Adrienne
 - v. The National School Lunch Program Task Force - Adrienne Campbell
 - vi. Joni motioned to approve the creation of these committees and recruitment for the aforementioned committees.
 - d. Board member terms - per Bylaws III.D.4 and Charter Section 10 Question F.
 - i. Ben motioned to start a secondary probationary period for all board members. Jennings seconded it. Unanimously approved
 - e. Meeting Schedule – remainder of 2019
 - i. Joni motioned to have the meetings on the third Monday of the month. Jana seconded it. Unanimously approved.
10. Upcoming events and board meetings
11. Ongoing board development and self-assessment
- a. Required Board Training – due immediately
12. Ben motioned to adjourn at 7:52pm, Jennings seconded it. Unanimously approved.