

CLASSICAL PREPARATORY SCHOOL

EXECUTIVE BOARD MINUTES

November 14, 2016, at 12:00 p.m.

Classical Prep campus, Pasco County, Florida

- MEMBERS PRESENT:** Susan Gainer, Chris Nocco, Bob White
- MEMBERS ABSENT:** None
- STAFF PRESENT:** Ben Davis, Tom Sobczak, Gabrielle D’Virgilio, Stacie McIntyre, Salena Power, Kara Aeillo, Jackie Gibson
- OTHERS PRESENT:** Anne Corcoran, Shannon Turner (PSC), Kristie Alvis (PSC), Kate Corcoran (Student Government); Melody Santiago (Student Government), Amanda Marrero (Student Government)

Call to Order

The meeting was called to order at 12:12 p.m.

Approval of September 14, 2016, Minutes

- Motion by Chris Nocco to approve the 10/12/16 Minutes, the 10/12/16 Strategic Meeting Minutes, the 10/20/16 Special Meeting Minutes, and the 10/31/16 Special Meeting Minutes as recorded. Susan Gainer seconded. The motion passed unanimously.

Public Comment

- *Public comment is limited to three minutes per person. A group of persons collectively speaking on one subject is limited to 15 minutes. For an extended presentation, please contact the Board secretary at least seven days prior to a meeting.*

Reports

PSC

- Kristie Alvis and Jackie Gibson from the PSC spoke about the challenges of the “no cash” policy to the PSC. They recommended having an exception to this policy for certain PCS events.
- Mr. Davis added that, while the “no cash” policy has worked well in most circumstances, for certain PSC events and for Student Government events, it has proved difficult.
- Ms. McIntyre stated that she suggested that the “no cash” policy continue but that two exceptions for the PSC and Student Government be adopted. She also recommended that the amendments to the Financial Policies and Procedures be very specific as to the protocol under these exceptions.
- Board members agreed to consider this for a motion and vote in the New Business section of the meeting.

Headmaster

- Mr. Davis noted that the school educates students to be moral and intellectual leaders in society, not for the purpose of passing the minimal FSA test. However, the school participates in such testing and is

glad to show what its students know. For the 2016-2017 FSA tests, there is a need for more Chrome books. Therefore, the school has ordered more to meet this need. Mr. Davis also reviewed the dates for the tests.

New Business

- Mr. Davis proposed enrollment dates for 2017-2018 be: for re-enrollment, January 16-January 20, for the first Open Enrollment, January 20th at 8 a.m. through February 27th at 5 p.m., and for subsequent Open Enrollment periods, every one or two months, as needed.
- Bob White, seconded by Chris Nocco, made a motion to adopt these re-enrollment and Open Enrollment dates.
- The motion passed unanimously.
- Chris Nocco, seconded by Susan Gainer, made a motion to pass the exceptions to the Financial Policies and Procedures recommended at the beginning of the meeting by PSC members and staff.
- The motion passed unanimously.
- Anne Corcoran discussed the Library Book Acquisition Policy distributed prior to the meeting.
- Ms. Gibson, the school's librarian, recommended several changes.
- Ms. Corcoran and Ms. Gibson agreed to meet prior to the next meeting to rework the policy.

Old Business

- Mr. Davis submitted the amendment to the Employee Handbook discussed at the last meeting regarding the addition of Aflac Insurance as an option.
- Bob White, seconded by Chris Nocco, made a motion to adopt the amendment.
- The motion passed unanimously.
- Ms. Corcoran stated that she was still working on the Valedictorian/Salutatorian requirements with Mr. Davis and would submit these at the next meeting.

Facility

- Ms. Corcoran stated that the bond offering is almost complete but that she and the school's attorneys are still working with the developer on an agreement on the GMP contract.

Financial

- Financial statements for the period of October 1, 2016, through October 31, 2016, were reviewed. Budget-to-actual for the same period was also reviewed.

Development

- Ms. Corcoran stated that the school is working on publishing a bi-annual magazine to be distributed to the school community, as well as on a limited basis within the community in order to discuss the school's unique vision.

Adjourn Meeting

- Bob White, seconded by Susan Gainer, made a motion to adjourn.
- The motion passed unanimously.
- Meeting was adjourned at 1:07 p.m.