

CLASSICAL PREPARATORY SCHOOL

EXECUTIVE BOARD MINUTES

September 14, 2016 at 8:30 a.m.

Classical Prep campus, Pasco County, Florida

MEMBERS PRESENT: Susan Gainer, Chris Nocco, Bob White

STAFF PRESENT: Ben Davis, Gabrielle D'Virgilio, Stacie McIntyre, Salena Power, Kara Aiello

OTHERS PRESENT: Jackie Gibson

Call to Order

The meeting was called to order at 8:37 a.m.

Approval of August 3, 2016, Minutes

- Motion by Bob White to approve the 8/3/16 Minutes as recorded. Chris Nocco 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

Headmaster

- Mr. Davis provided the board with an update on Academics, Operations and Finance since the Board of Directors last met in August.

New Business

- Mr. Davis provided the Board with an update on enrollment.
- Mr. Davis proposed two additions to the Family Handbook: the Demerit Policy and System and the Organizational Policy and System.
- Bob White, seconded by Susan Gainer, made a motion to approve the amendments. The amendments.
- The amendments passed unanimously.
- The Board agreed to delay the decision on the Library Book Acquisition Policy until the October board meeting.
- Mr. Davis presented the following list of out-of-field teachers to the Board: Elise Steffke, 2nd grade; Matthew Schaeffer, Math; Christina MacClellan, 4th grade; Rhonda Hittenberger-Ortiz, 5th grade; Dr, Margene Avery, English; and Dr. Jeremy Scarbrough, Music. These teachers were chosen because they were the most qualified. They were hired from a large pool of applicants, which included many teachers who were not out-of-field. All teachers listed as out-of-field are in the process of working to obtain the necessary requirements.
- Bob White, seconded by Chris Nocco,, made a motion to approve the out-of-field teachers.

- The motion passed unanimously.
- Mr. Davis presented the administrative and instructional staff evaluation plans for the 2016-2017 school year, and the board recommended that this go under further review.
- The Board agreed to delay the discussion of further revisions to the Financial Policy until the October board meeting.

Facility

- Mr. Davis updated the Board on the progress of the bond. Construction on the new building is on pace to begin in November of 2016.

Financial

- Financial statements for the period of July 1, 2016, through July 30, 2016, were reviewed. Budget-to-actual for the same period was also reviewed.

Adjourn Meeting.

- Susan Gainer, seconded by Chris Nocco, made a motion to adjourn.
- The motion passed unanimously.
- Meeting was adjourned at 9:38 a.m.