

CLASSICAL PREPARATORY SCHOOL

EXECUTIVE BOARD MINUTES

July 24, 2019, at 11:15 a.m.

Classical Prep campus, Borealis Building, Pasco County, Florida

MEMBERS PRESENT: Cristina Johnston, Chris Nocco

ABSENT: Bob White

STAFF PRESENT: Tina Errthum, Stacie McIntyre

OTHERS PRESENT: Anne Corcoran (by phone)

Call to Order

The meeting was called to order at 11:20 a.m.

Approval of Minutes

- Cristina Johnston, seconded by Chris Nocco, made a motion to amend the February 7, 2019, minutes.
- 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.*

Discussion and Decisions

Principles and Policy Items

- Ms. McIntyre recommended using King & Walker for the annual audit.
- Cristina Johnston, seconded by Chris Nocco, made a motion to hire King & Walker for the annual audit.
- The motion passed unanimously
- Ms. Corcoran recommended renewing Dr. Errthum's contract as Head of School for the 2019-2020 school year.
- Cristina Johnston, seconded by Chris Nocco, made a motion to renew the Head of School contract.
- The motion passed unanimously.
- Ms. McIntyre recommended opting in to the district's Mental Health Allocation Plan.
- Cristina Johnston, seconded by Chris Nocco, made a motion to opt in to the Plan.
- The motion passed unanimously
- Ms. McIntyre recommended adopting FCPCS administrative and instructional staff evaluations for the 2019-2020 school year, as has been done previously
- Chris Nocco, seconded by Cristina Johnston, made a motion to adopt.
- The motion passed unanimously.

- Ms. Corcoran recommended voting for Ms. McIntyre to be the Parent Liaison to the board for the 2019-2020 school year.
- Chris Nocco, seconded by Cristina Johnston, made a motion to appoint Ms. McIntyre.
- The motion passed unanimously
- Ms. McIntyre recommended, based on the board's previous discussions on enrollment planning, that the board request an enrollment increase to 1,200 for the 2020-2021 school year and forward.
- Cristina Johnston, seconded by Chris Nocco, made a motion to accept and send to the Pasco County School Board to amend the Charter Contract.
- The motion passed unanimously.
- Ms. McIntyre recommended adopting Pasco County's Crisis Management Plan for the school year.
- Cristina Johnston, seconded by Chris Nocco, made a motion to adopt.
- The motion passed unanimously
- Ms. Corcoran noted that she had resigned as unpaid CEO in February 2019 to take a role as unpaid consultant. However, this had caused unnecessary confusion for parents, employees, stakeholders, and bondholders. Therefore, she recommended she be reinstated as unpaid CEO.
- Chris Nocco, seconded by Cristina Johnston, made a motion to adopt.
- The motion passed unanimously.
- Ms. McIntyre recommended adopting Pasco County's Crisis Response Plan for 2019-2020.
- Chris Nocco, seconded by Cristina Johnston, made a motion to adopt.
- The motion passed unanimously.
- Ms. McIntyre made a motion to update the Employee Handbook Dress Code.
- Chris Nocco, seconded by Cristina Johnston, made a motion to adopt.
- The motion passed unanimously.
- Ms. McIntyre recommended updates to the Family Handbook.
- Chris Nocco, seconded by Cristina Johnston, made a motion to adopt.
- The motion passed unanimously.
- Ms. McIntyre recommended the changes to the student fees for the 2019-2020 school year to include fees that are charged by the local district schools.
- Chris Nocco, seconded by Cristina Johnston, made a motion to adopt.
- The motion passed unanimously.
- Ms. Corcoran updated the board on the employee concerns forwarded to the board.
- Ms. McIntyre updated the board on recommended changes to the employee P-card and debit card to include the new facility manager under the same guidelines as other P-cards and debit cards.

- Chris Nocco, seconded by Cristina Johnston, made a motion to adopt.
- The motion passed unanimously.
- The board discussed the bond issue to purchase the adjacent church property and buildings to lease to the preschool, as well as build an additional building for the school in order to allow it to reach its K-12th capacity. Closing is estimated to take place mid-August. It was noted that the board had previously approved this bond resolution at its November meeting. With the time passage, the board opted to vote again to approve the resolution for bond approval as well as a reimbursement resolution for costs.
- Cristina Johnston, seconded by Chris Nocco, made a motion to approve.
- The motion passed unanimously.
- Ms. McIntyre updated the board on health insurance.
- Jamie Grant was nominated as a board member of the Classical Prep board.
- Cristina Johnston, seconded by Chris Nocco, made a motion to vote Jamie Grant onto the Classical Prep board.
- The motion passed unanimously
- Chris Nocco said that he would be resigning as a board member of the Classical Prep board after six years of service, contingent on confirmation by district of James Grant's approval.
- Ms. Corcoran thanked Sheriff Nocco for his years of dedication and service to the school.

Monitoring and Reporting Items

- Ms. McIntyre presented the variance report for June.
- Financial statements for the period of June 2019 were reviewed. Budget-to-actual for the same period was also reviewed.

Adjourn Meeting

- Chris Nocco, seconded by Cristina Johnston, made a motion to adjourn.
- The motion passed unanimously.
- Meeting was adjourned at 11:49 a.m.