

CLASSICAL PREPARATORY SCHOOL

EXECUTIVE BOARD MINUTES

October 21, 2019, at 10:00 a.m.

Classical Prep campus, Borealis Building, Pasco County, Florida

MEMBERS PRESENT: Robert White, Cristina Johnston

MEMBERS ABSENT: Jamie Grant

STAFF PRESENT: Tina Errthum, Stacie McIntyre

OTHERS PRESENT: Anne Corcoran, Jennifer Reed (parent)

Call to Order

The meeting was called to order at 10:00 a.m.

Approval of Minutes

- Motion by Bob White, seconded by Cristina Johnston, to approve the August and September 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.*
Jennifer Reed discussed having Meeting Minutes posted directly after board meetings and availability of August and September minutes.

Discussion and Decisions

Principles and Policy Items

- Board members reviewed enrollment data, including current and historic demographic breakdown percentages, free and reduced lunch percentages, and ESE percentages. Current enrollment is 967 in line with projections. Current wait list is approximately 450. Student and teacher retention percentages from the beginning of the school year to the end of the first semester will be reviewed at the December meeting.
- It was recommended by staff that the date for the lottery be moved back in order to align with other the lottery dates of other charter schools in the area so that the date is more uniform for parents.
- Bob White, seconded by Cristina Johnson, made a motion to approve.

- The motion passed unanimously.
- Academic staff recommended amending the Academic Honesty Policy to have more specifics for dealing with plagiarism. The amended policy will be in the Family Handbook if adopted.
- Bob White, seconded by Cristina Johnston, made a motion to approve the amendment.
- The motion passed unanimously.
- Staff stated that the number of out-of-field teachers was reduced by three in the past month from the number approved by the board at the last meeting. Therefore, the board would need to revote based on the revised list to comply with the law.
- Cristina Johnston, seconded by Bob White, made a motion to approve the amendment.
- The motion passed unanimously.
- Staff recommended that to keep up with inflation the board slightly increase the healthcare reimbursement allocation allowed under the Section 105 plan.
- Bob White, seconded by Cristina Johnston, made a motion to amend.
- The motion passed unanimously.
- An attorney has worked with staff to draft policy language which will allow students who are 6th grade and up to walk home from their bus stop but releases the school from any liability. The board reviewed the language.
- Bob White, seconded by Cristina Johnston, made a motion to adopt the policy and place in the Family Handbook.
- The motion passed unanimously.
- A document allowing the Sheriff's Office to have access to the school cameras in an emergency was reviewed.
- Bob White, seconded by Cristina Johnston, made a motion to adopt.
- The motion passed unanimously.

Monitoring and Reporting Items

- Dr. Errthum reviewed results of current assessments on reading, math, civics, and science. She also discussed pacing as of the current date and offered comparisons to last year at this time. She further updated the board on administration's coordination with

faculty to enhance instruction and curriculum through weekly evaluations and other professional development. She also indicated that she would have an update on curriculum mapping in the near future as she and faculty and administration have been continuing to work on this.

- Ms. McIntyre presented the variance report for September.
- Financial statements for the period of September 2019 were reviewed. Budget-to-actual for the same period was also reviewed.
- An amended budget for the year will be presented at the next meeting with updated numbers to ensure that the board is using the most current financial data. Variances remain minimal and cash-on-hand projections continue ahead of pace for the end of the year.

Adjourn Meeting

- Bob White, seconded by Cristina Johnston, made a motion to adjourn.
- The motion passed unanimously.
- Meeting was adjourned at 11:01 a.m.