

# CLASSICAL PREPARATORY SCHOOL

## EXECUTIVE BOARD MINUTES

February 17, 2021, at 9:00 a.m.

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**MEMBERS PRESENT:** Bob White, James Blair (by phone), Jamie Grant (by phone), William Rodriguez (by phone)

**MEMBERS ABSENT:** N/A

**STAFF PRESENT:** Stacie McIntyre, Tina Errthum, Mary Ferrante

**OTHERS PRESENT:** Anne Corcoran (by phone)

### Call to Order

The meeting was called to order at 9:00 a.m.

### Approval of Minutes

- Motion by Bob White, seconded by James Blair, to approve the December 7, 2020 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.*
- Ms. Katelyn Overbeck addressed the Board regarding car line.
- **Discussion and Decisions**

### *Principles and Policy Items*

- The recommendation was made to amend the Enrollment Policy to more clearly define military preference to include a deceased member of the military as well as to define the amount of time that a family has to submit enrollment paperwork from the time of acceptance to five calendar days instead of five business days.
- Bob White, seconded by James Blair, made a motion to amend the Enrollment Policy.
- The motion was passed unanimously.
- The Walker/Bike Rider Policy was reviewed.
- Bob White, seconded by James Blair, made a motion to adopt the Walker/Bike Rider Policy in the Family Handbook.
- The motion passed unanimously.
- Recommendations for 2021-22 School Fees were reviewed. These recommended fees are similar to those charged by the district.
- Bob White, seconded by James Blair, made a motion to adopt the 2021-22 School Fees.

- The motion passed unanimously.
- Financial Policy updates were reviewed. Updates were made at a recent quarterly Financial Committee meeting held on January 7, 2021. There are no policy changes at this time.
- It was recommended that Classical Prep opt-in to an Inter-local agreement with the District School Board of Pasco County which will allow Classical Prep to go through our sponsor if we choose to perform and construction rather than going through the county. The agreement will need to be renewed in December 2023.
- Bob White, seconded by James Blair, made a motion to opt-in to the Inter-local agreement with the School Board of Pasco County.
- The motion passed unanimously.
- An update was given to the Board regarding the Early Academy Promissory Note.
- An amendment to the Early Academy Lease Agreement was recommended that would allow a 5-year lease period with automatic renewal.
- Bob White, seconded by James Blair, made a motion to amend the Early Academy Lease Agreement.
- The motion passed unanimously.
- It was recommended that the lease agreement between Classical Prep and the Early Academy be adjusted this year to adjust for enrollment fluctuations with Covid.
- Bob White, seconded by James Blair, made a motion to amend the lease. .
- The motion passed unanimously.

#### *Strategic Vision for Academics*

- Dr. Errthum provided the Board with an update on the 11 Components.

#### *Strategic Vision for Operations*

- The variance report was presented. Budget to actual was reviewed. The school budget is on target to meet projections.
- We are currently in the planning stages for next year's budget and more information will be provided in the coming months.
- Boosterthon will be kicking off next month. This year, students in grades K-5 will be participating in a dance party at the end of Boosterthon.
- The third edition of the Lyceum magazine is finalized. It has been a huge team effort, and it will be shared with families and community members electronically. There will also be some printed copies available.
- The magazine includes a two page annual report to give the community a broad overview of Classical Prep finances.

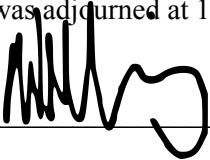
- Planning and collaboration with school stakeholders continues as the Board works on formulating its next five-year strategic plan, Blueprint 2026. A video, brochure, and surveys will be distributed to the school community this coming month.
- Ms. Ferrante reviewed demographic information. Classical Prep currently has 43% of students that are eligible for free or reduced lunch, which is the same as last year. The student population currently consists of 55% female and 45% male. The percentage of in-county students enrolled is 78% and students residing out-of-county is 22%.

*Board Elections*

- Bob White, seconded by James Blair, made a motion to nominate James Blair as Chairman of the Board. James Blair stated he would be honored to serve as Board Chair.
- The motion passed unanimously.
- James Blair, seconded by Bob White, made a motion to nominate William Rodriguez as Board Secretary/Treasurer.
- The motion passed unanimously.
- Bob White submitted his letter of resignation. Staff and board members thanked Mr. White for his 7 years of dedicated service.

**Adjourn Meeting**

- James Blair, seconded by Willam Rodriguez, made a motion to adjourn.
- The motion passed unanimously.
- Meeting was adjourned at 10:04 a.m.

Signature:  \_\_\_\_\_

Date: 4/28/2021