

CLASSICAL PREPARATORY SCHOOL

EXECUTIVE BOARD MINUTES

April 27, 2020, at 10:00 a.m.

Zoom call

MEMBERS PRESENT: Jamie Grant (by phone), Bob White (by phone)

MEMBERS ABSENT: Cristina Johnston

STAFF PRESENT: Tina Errthum (by phone), Mary Ferrante (by phone), Stacie McIntyre (by phone)

OTHERS PRESENT: Anne Corcoran (by phone)

Call to Order

The meeting was called to order at 10:04 a.m.

Approval of Minutes

- Motion by Jamie Grant, seconded by Bob White, to approve the February 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

- A proposal was made to amend the Bylaws to conform with the Charter Contract in terms of the number of Board meetings required annually.
- Bob White, seconded by Jamie Grant, made a motion to approve.
- The motion passed unanimously.
- A proposal was made to amend the Enrollment Policies and Procedures to allow more online options for completing the application as a result of Covid-19.
- Jamie Grant, seconded by Bob White, made a motion to approve the amendment.
- The motion passed unanimously.

- The Board was updated on enrollment. 182 seats have been offered and 154 have fully turned in their paperwork. If any paperwork is not completed by the deadline, the registrar will then proceed to offer seats to those on the waitlist.
- The Early Academy is not offering classes for April, May, and June, due to Covid-19, and a proposal was made to suspend the Early Academy's rent and loan payments for these three months due to the unforeseen difficulty presented by Covid-19. Payments would resume in July.
- Bob White, seconded by Jamie Grant, made a motion to approve.
- The motion passed unanimously.
- The Board was updated on the Best and Brightest bonus and that 36 teachers were eligible and three were eligible for a recruitment bonus. The school is waiting for notification from the district on the amount.

Monitoring and Reporting Items

- The variance reports for February and March were reviewed.
- Financial statements for the period of February and March were reviewed. Budget-to-actual for the same period was also reviewed.
- Variances remain minimal and cash-on-hand projections continue ahead of pace for the end of the year.
- A draft of a proposed budget for 2020-2021 will be discussed at the next meeting.

Adjourn Meeting

- Bob White, seconded by Jamie Grant, made a motion to adjourn.
- The motion passed unanimously.
- Meeting was adjourned at 10:58 a.m.

Signature: _____ James Grant _____

Date: _____
6/23/20