

CLASSICAL PREPARATORY SCHOOL

EXECUTIVE BOARD MINUTES

June 22, 2020, at 1:00 p.m.

Zoom call

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

MEMBERS ABSENT: Cristina Johnston

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

OTHERS PRESENT: Anne Corcoran (by phone)

Call to Order

The meeting was called to order at 1:15 p.m.

Approval of Minutes

- Motion by Jamie Grant, seconded by Bob White, to approve the March Minutes.
- The motion passed unanimously.
- Motion by Jamie Grant, seconded by Bob White, to approve the April 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

- An update to the RFQ for aftercare was proposed that would allow YMCA to continue to provide aftercare for the 2020-21 academic year.
- Bob White, seconded by Jamie Grant, made a motion to approve.
- The motion passed unanimously.
- An updated version of the Employee Handbook was proposed and will be shared with all staff prior to the start of the 2020-21 academic year.
- Bob White, seconded by Jamie Grant, made a motion to approve.
- The motion passed unanimously.

- It was recommended that Classical Prep opt into the Mental Health Assistance Allocation plan offered by Pasco County.
- Bob White, seconded by Jamie Grant, made a motion to approve.
- The motion passed unanimously.
- It was recommended that King & Walker be hired to serve as the Independent Auditor and conduct the annual audit.
- Bob White, seconded by Jamie Grant, made a motion to approve.
- The motion passed unanimously.
- The 2020-21 operational budget was proposed.
- Bob White, seconded by Jamie Grant, made a motion to approve.
- The motion passed unanimously.
- It was proposed that Stacie McIntyre continue to serve as the Parent Liaison for the 2020-21 academic year.
- Bob White, seconded by Jamie Grant, made a motion to approve.
- The motion passed unanimously.
- Bob White, seconded by Jamie Grant, nominated James Blair to be a member of the Classical Prep board..
- The motion passed unanimously.
- Bob White, seconded by Jamie Grant, made a motion to elect James Blair to be a member of the Classical Prep board.
- The motion passed unanimously..
- Expanding transportation options to include a second bus route was proposed.
- Bob White, seconded by Jamie Grant, made a motion to approve.
- The motion passed unanimously.
- It was proposed to enter into a contract with SLA Management to provide food services. Pasco County would still continue to serve as the School Food Authority.
- Bob White, seconded by Jamie Grant, made a motion to approve.
- The motion passed unanimously.

Academics

- Dr. Errthum reported that approximately 100 students in grades 3-8 are participating in a Summer Bridge program for reading and/or math. Participation is based on FSA and iReady diagnostic results and data is being regularly collected and monitored.

- More Advanced Placement classes will be offered for the 2020-21 academic year for Rhetoric students.
- Two teachers will be teaching 3rd through 5th grade science exclusively. They will be collected and monitoring data to best support students. Classroom teachers will use this prep time to review math data to promote student success.
- Professional Development over the summer and into the academic year will include Student and Climate Culture, assessments, mathematics curriculum, and the Feedback Loop to best support teachers.

Monitoring and Reporting Items

- The variance report for May was reviewed.
- Financial statements for May were reviewed, and budget-to-actual for the same period were reviewed.
- Variances remain minimal and cash-on-hand projections and capitalization bond requirements remain on pace for the end of the year.
- The A/C unit in the gymnasium has been replaced to be able to accommodate the facility needs.
- Construction of the newest building should be completed by mid to end of July.
- A proposed budget for 2020-2021 was presented to the board. Staff noted that with planning for COVID-19 still ongoing and grant proposals going out for CARES money, etc. there will likely be an amended budget presented in the fall rather than mid-financial year as in the past.
- Bob White, seconded by Jamie Grant, made a motion to approve the Operational Budget for 2020-2021.
- The motion passed unanimously.

Adjourn Meeting

- Bob White, seconded by Jamie Grant, made a motion to adjourn.
- The motion passed unanimously.
- Meeting was adjourned at 1:51 p.m.

Signature: _____

James W Grant

Date: 7-24-2020