

# CLASSICAL PREPARATORY SCHOOL

## EXECUTIVE BOARD MINUTES

*December 7, 2020, at 10:00 a.m.*

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**MEMBERS PRESENT:** Bob White, James Blair (by phone), Jamie Grant (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 10:08 a.m.

### **Approval of Minutes**

- Motion by Bob White, seconded by James Blair, to approve the September 23, 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.*

### **Discussion and Decisions**

#### *Principles and Policy Items*

- A Resolution for Conducting Proceedings by Communications Medial Technology was reviewed and recommended.
- Bob White, seconded by James Blair, made a motion to adopt the Resolution.
- The motion was passed unanimously.
- Athletic Director, Jimmy Barbarise, made the recommendation to start a Rhetoric boys and girls soccer league. He has already found a league to participate in and with the recent success of Rhetoric boys tackle football, he thinks it would be the perfect addition to our sports program. Rhetoric soccer would take place in the spring, when we currently only offer track so the timing is perfect. Jimmy also noted that there is already a good soccer following and filling a Rhetoric team would not be a problem. He anticipates making \$7,000 in revenue. The start-up cost would be approximately \$15,000 and funds would not be needed until the 2021-22 school year. This start-up cost includes portable nets, soccer balls, venues, officials and uniforms.

- Bob White, seconded by Jamie Grant, made a motion to join the Florida Christian Athletic Parochial and Private School conference for Rhetoric boys and girls soccer.
- The motion passed unanimously.
- The 2021-22 Academic Calendar was reviewed and proposed. Professional development days were built into the summer as well as throughout the school year. An effort was made to be consistent with days off between the upper and lower school. Mandatory assessment days were also built in for K-5 on August 12th and 13th. State requirements are being met for all courses and there are less days off in the spring semester due to the mandated testing dates. K-5 has an equivalent to 180 days.
- Bob White, seconded by James Blair, made a motion to adopt the 2021-22 Academic Calendar.
- The motion passed unanimously.
- The Campus Access Policy was reviewed and recommended to adopt. The creation of this policy is required by the Florida Safe School Assessment Tool (FSSAT). The purpose of this policy is to provide a clear, uniform policy upon which the Board of Directors can regulate and facilitate the use of campus property and facilities.
- Bob White, seconded by Jamie Grant, made a motion to adopt the Campus Access Policy.
- The motion passed unanimously.
- After review, it was recommended that the Revised 2020-21 Budget be approved. Many of the buckets have remained the same. One notable change was the technology bucket and that is a result of all of the Remote Live Instruction (RLI) equipment that was purchased. Classical Prep also received some grant money recently to help offset some of the costs associated with COVID-19 sanitization and protocol to limit the spread of the virus.
- Bob White, seconded by James Blair, made a motion to adopt the Revised 2020-21 Budget.
- The motion passed unanimously.
- William Rodriguez was nominated by Bob White as a board member of the Classical Preparatory Board.
- James Grant, seconded by James Blair, made a motion to elect William Rodriguez to be a member of the Classical Prep board.
- The motion passed unanimously.
- Bob White said that he would be resigning as a board member of the Classical Prep board, contingent upon confirmation by district of William Rodriguez's approval and any other requirements needed for the proper functioning of the Board. Mr. White stated that he enjoyed his service on the Board and is grateful for the opportunity to be a part of the process and watching the school grow over the last seven years.

- Ms. Corcoran thanked Sheriff White for his dedication and his willingness to always go above and beyond. Sheriff White served as a board member since the very beginning of Classical Prep's journey and his dedication to the organization is much appreciated.

#### *Strategic Vision for Academics*

- Dr. Errthum reviewed the 11 Components of the school grade. She noted that the lower grades are focused on fact fluency in math as well as using IXL as an efficient way to target areas in math that in which scholars could use additional growth and then utilizing tutoring accordingly.
- Professional development opportunities will continue for all teachers. For Quarter 1, the focus was originally going to be to continue curriculum mapping and pacing, but that was revised due to COVID. January 4th and 5th PD days will be spent diving into culture and alignment for K-12 and then upper school will continue working on lesson planning and pacing and lower school will continue working on curriculum mapping and IXL. Instructional coaching and data meetings will continue next semester.
- The on-boarding process for new staff continues to be refined to ensure new staff receive strong support as they become part of our culture.

#### *Vision and Culture*

- In February, a formal staff survey will be conducted and results will be made available to the Board for review.
- A Parents survey is currently being conducted and results will be made available for Board review in January.
- The Board is starting the development portion of Blueprint 2026, the school's next five-year strategic plan. The plan will include the areas of Academics, Finances, Operations, Student Life, and Messaging. Every month going forward the Board will review progress on the plan.

#### *Monitoring and Reporting Items*

- The variance report was reviewed. A variance was noted as to the amount of damage that was covered by insurance for lightning damage over the summer.
- In January, the planning for the 2021-22 school year budget will begin.
- Open Enrollment for new families began this morning at 9:00 a.m.

#### **Adjourn Meeting**

- Bob White, seconded by James Blair, made a motion to adjourn.
- The motion passed unanimously.
- Meeting was adjourned at 10:59 a.m.

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


Date: 02/17/2021