

CLASSICAL PREPARATORY SCHOOL

EXECUTIVE BOARD MINUTES

July 26, 2023, at 10:00 a.m.

Classical Prep Campus (Borealis building) and Google Meets call

MEMBERS PRESENT: James Blair (by phone), Alex Garcia (by phone)

MEMBERS ABSENT: Will Rodriguez

STAFF PRESENT: Stacie McIntyre, Jasmine Brightman, , Nichole Pockrus

OTHERS PRESENT: Anne Corcoran (by phone),

Call to Order

The meeting was called to order at 10:00am

Approval of Minutes

- Motion by Alex Garcia, seconded by James Blair , to approve the June 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.*
- No public comment

Discussion and Decisions

Principles and Policy Items

- It was recommended to approve the personnel changes for the 2023-24 school year. There were two staff members who no longer work at Classical Prep.
- Alex Garcia, seconded by James Blair, made a motion to approve the changes.
- The motion passed unanimously.
- The Tuition Reimbursement Policy Revision was given to the Board for review, it will be presented for approval at the next board meeting.
- The final 2022-23 budget was presented for approval. The third party audit should be completed soon. According to our calculations we are at 100 days cash on hand and 1.6 debt ratio.
- Alex Garcia, seconded by James Blair, made a motion to approve the budget.
- The motion passed unanimously.
- It was recommended to approve the Administrative and Instructional Staff Evaluation Form for the 2023-24 school year.
- Alex Garcia, seconded by James Blair, made a motion to approve the budget.
- The motion passed unanimously.

- It was recommended to adopt Pasco County’s Crisis Response Plan for 2023-24.
- Alex Garcia, seconded by James Blair, made a motion to adopt the plan.
- The motion passed unanimously.
- It was recommended to update the wording and content of the Board Financial Policies and Procedures. The following update was recommended:
 - Added Administrative Performance Evaluation to part IV. Action by the Board Section H. Administrative Performance Evaluations (wording from Employee Handbook)
- Alex Garcia, seconded by James Blair, made a motion to approve the updates.
- The motion passed unanimously.
- It was recommended that the board approve an update to the Key Executives on the Wells Fargo Account. The update would name the Classical Prep Finance Manager as the new Key Executive.
- Alex Garcia, seconded by James Blair, made a motion to approve the updates.
- The motion passed unanimously.
- It was recommended that the board approve the Pasco County School District’s Behavioral Threat Assessment Policy and Procedures by the Florida Department of Education for 2023-24.
- Alex Garcia, seconded by James Blair, made a motion to approve the policy and procedures.
- The motion passed unanimously.

Academics Report

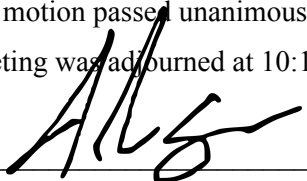
- Upper school AP scores just came in and were presented to the board. Students performed as expected. There was an 80% pass rate for the AP Literature exam.

Monitoring and Reporting Items

- The June 2023 Variance report was presented to the board for review. Some of the grant funds the school is owed from the State have not come through yet and will be reflected in the August variance report. The school’s FEFP was less than anticipated and we have adjusted the goal for the 2023-24 school year accordingly.
- Projects that have been done this summer by the Facilities team were presented. There is new flooring in many of the classrooms and new turf was installed at the Meridian playground and the Borealis courtyard.

Adjourn Meeting

- Alex Garcia, seconded by James Blair made a motion to adjourn.
- The motion passed unanimously.
- Meeting was adjourned at 10:13am.

Signature: 

Date: 09/20/2023