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CLASSICAL PREPARATORY SCHOOL

EXECUTIVE BOARD MINUTES

Board of Directors Meeting- September 23, at 9:30 a.m.

Classical Prep Campus (Borealis building) and Google Meet call

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MEMBERS PRESENT: Alex Garcia (by phone), Brennan Garcia (by phone)

MEMBERS ABSENT: Will Rodriguez

STAFF PRESENT: Stacie McIntyre, Nichole Pockrus, Shannon Cinisomo

OTHERS PRESENT: Anne Corcoran (by phone), April Cona (by phone)

Call to Order

The meeting was called to order at 9:34 a.m.

Approval of Minutes

- Motion by Brennan Garcia, seconded by Alex Garcia, to approve the July 31, 2025, 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

- The recommended personnel changes for the 2025-26 school year were presented for approval.
- Brennan Garcia, seconded by Alex Garcia, made a motion to approve the recommended changes.
- The motion passed unanimously.
- The recommended updates to the Toilet Training Policy were presented to the board for approval. The updates add three occurrence sequences with stated consequences to the current toilet training policy.
- Brennan Garcia, seconded by Alex Garcia, made a motion to approve the recommended updates.
- The motion passed unanimously.
- The recommended updates to the Tuition Reimbursement Policy were presented to the board for approval. The policy updates to the policy are: 1) to clarify which coursework the programs are being offered for. 2) to update the HR contact information. 3) to add that if an employee is placed on a PIP or receives formal corrective action while actively enrolled, the reimbursements may be

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revoked at the school's discretion. The policy updates will be added to the employee handbook upon approval.

- Brennan Garcia, seconded by Alex Garcia, made a motion to approve the recommended updates.
- The motion passed unanimously.
- The recommended updates to the Progressive Discipline Policy were presented to the board for approval. The policy was crafted with the help of the school's legal counsel. The updates clarify specific consequences that will occur for safety policy violations.
- Brennan Garcia, seconded by Alex Garcia, made a motion to approve the recommended updates.
- The motion passed unanimously.
- The list of Out of Field Teachers was presented to the board for approval. The list will be added to the website and will also be sent home as a letter to the families in the specific classes affected.
- Brennan Garcia, seconded by Alex Garcia, made a motion to approve the list.
- The motion passed unanimously.
- The Teacher Salary Increase Allocation Distribution Plan was presented to the board for approval. New this year, the money from the district will be included in the FEFP funds. There is also a change to the requirements this year, with the stipulation that funds can only be used with teachers who have two or more years of teaching experience.
- Brennan Garcia, seconded by Alex Garcia, made a motion to approve the plan.
- The motion passed unanimously.
- The 2025 Financial Audit was presented to the board for approval. The audit was completed by King and Walker and reports that the school is in a good financial position. The school’s cash on hand and debt service coverage ratio both exceed the bond requirements.
- Brennan Garcia, seconded by Alex Garcia, made a motion to approve the audit.
- The motion passed unanimously.
- It was recommended that the board approve the Protection of Student Information Policy. This policy is implemented to comply with the requirements of Rules 6A-1.0955(9) and 6A-1.09550 Florida Administrative Code, the Family Educational Rights and Privacy Act (“FERPA”), the Children’s Online Privacy Protection Act (“COPPA”), and other applicable laws. The policy was drafted by the school’s legal counsel.
- Brennan Garcia, seconded by Alex Garcia, made a motion to approve the policy.
- The motion passed unanimously.
- The Final 2024-25 Budget was presented to the board for approval.
- Brennan Garcia, seconded by Alex Garcia, made a motion to approve the budget.
- The motion passed unanimously.

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- It was recommended that the board approve updates to the Board Bylaws. These are reviewed every few years to keep them up-to-date. The updates were recommended and drafted by the school's legal counsel.
- Brennan Garcia, seconded by Alex Garcia, made a motion to approve the updates.
- The motion passed unanimously.

Academics Report

- Teaching staff members visited True North for training. A consultant from True North has also conducted training with our staff on-site. Other members of administration are attending a training at True North at the end of the week.

Monitoring and Reporting Items

- The July and August 2025 Variance report with budget-to-actual numbers was presented to the board for review. The budget is in line with the projections for the year.
- The public meeting was adjourned at 9:43 a.m.

Executive Session

- The Executive Session was called to order at 9:44 a.m.
- Mrs. McIntyre presented the school's findings for the Florida Safe Schools Assessment Tool.
- The board made a motion to approve the Florida Safe Schools Assessment Tool findings.
- The motion passed unanimously.
- Details of the 2025-26 Active Assailant Plan and election form were reviewed.
- The board made a motion to approve the Active Assailant Plan and election form.
- The motion passed unanimously.
- Details of the 2025-26 Active Assailant Board Policy were reviewed.
- The board made a motion to approve the Active Assailant Board Policy.
- The motion passed unanimously.
- It was recommended that the board approve the Pasco County Safety Assurances for the 2025-26 school year. Each of the Safety Assurances are being implemented by Classical Prep.
- The board made a motion to approve the Pasco County Safety Assurances.
- The motion passed unanimously.
- It was recommended that the board approve the Policy on School Safety for the 2025-26 school year.
- The board made a motion to approve the policy.
- The motion passed unanimously.
- It was recommended that the board approve the Plan for Urgent Life-Saving Emergencies (PULSE Plan) for the 2025-26 school year.

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- The board made a motion to approve the policy.
- The motion passed unanimously.

Adjourn Meeting

- Brennan Garcia, seconded by Alex Garcia, made a motion to adjourn.
- The motion passed unanimously.
- The meeting was adjourned at 9:47 a.m.

Signature: Signed by: Brennan Garcia 290EBF30EAB44C1... _____

Date: 12/8/2025 _____