



**Mascotte Charter School Governing Board  
Meeting MINUTES**

**Date and Time:** September 10, 2018 5:45pm

**1. Opening Items**

- a. Call to Order by Board Co-Chairman @ \_\_\_\_\_ 5:45 \_\_\_\_\_pm.
- b. Public Input Card: If anyone would like to have public input on the agenda items, please pick up an input card at this time and submit it to the Board Scribe.

**2. Changes, Amendments, Additions or Deletions to Agenda - None**

**3. Quorum= YES**

Voting Members	Role	Present	Absent
Richard Backus	Board Member	X	
Joann Jones	Board Chairman		X
Stacy Gaines	Board Member	X	
Darryl Reaves	Board Member		X
Elizabeth Villanueva	Board Co-Chairman	X	

Others present: Tiffany Mayhugh (Principal), Radean Johnson (AP), Yvonne McEwen (Scribe), Mary Salter(CPA), Tarsha Jacobs (CPA), Robin Harris (Technology)

**4. Approval of Minutes**

- a. June 18, 2018

Voting Members	Motio	Yes	No	Abstain	Absent
Richard Backus	2nd	x			
Joanne Jones					x
Stacy Gaines		x			
Darryl Reaves					x
Elizabeth Villanueva	Motion	x			
<b>Vote Count Total: 3-0 Yes</b>					

**5. Public Comment:None**

6. **Reports-** Accountant-Tarsha Jacobs

a. **2017-2018 Final Budget-**

Recommendation and Motion: Approve the Final Budget for 2017-2018SY.

Voting Members	Motio	Yes	No	Abstai	Absen
Richard Backus	Motion	x			
Joanne Jones					x
Stacy Gaines		x			
Darryl Reaves					x
Elizabeth Villanueva	2nd	x			
<b>Vote Count Total:</b> 3-0 Yes					

b. **At A Glance-**

c. **Audit update-** Audit was good. There were no major findings. We are waiting on a report from LCS in order to close out the audit. LCS states they will send the documents as soon as they receive from the state.

7. **New Business Consent Agenda-Business and Support Items**

a. **Approval of 2018-2019 Budget-**

Recommendation and Motion: Approve the current 2018-2019 SY Budget

Voting Members	Motio	Yes	No	Abstai	Absen
Richard Backus	2nd	x			
Joanne Jones					x
Stacy Gaines		x			
Darryl Reaves					x
Elizabeth Villanueva	Motion	x			
<b>Vote Count Total:</b> 3-0 Yes					

b. **Approval for Principal to give supplements up to \$5000-**

Discussion: Mrs. Mayhugh presented on supplements to have the flexibility to provide supplements up to \$5000. Mrs. Villanueva asked if this amount would be enough. Mrs. Jacobs explained yes it would be enough and would prevent Mrs. Mayhugh from coming to the board on each individual employee. Mrs. Mayhugh explained a supplement would be provided by giving examples: the internal bookkeeper is also Mrs. Mayhugh's secretary, the technology coordinator has taken on the social media responsibilities.

Recommendation and Motion to approve Principal to give supplements up to \$5000.

Voting Members	Motio	Yes	No	Abstai	Absen
Richard Backus	2nd	x			
Joanne Jones					x
Stacy Gaines		x			
Darryl Reaves					x
Elizabeth Villanueva	Motion	x			
<b>Vote Count Total:</b> 3-0 Yes					

c. **Resolution for corporation and school name change-** Mrs. Mayhugh presented the resolution for the official name change of corporation and school. Mascotte Elementary INC to Mascotte Charter School, INC.

Recommendation and Motion to change the name of the corporation and school to Mascotte Charter School, INC.

Voting Members	Motio	Yes	No	Abstai	Absen
Richard Backus	2nd	x			
Joanne Jones					x
Stacy Gaines		x			
Darryl Reaves					x
Elizabeth Villanueva	Motion	x			
<b>Vote Count Total: 3-0 Yes</b>					

d. **Approval to restart HR Firm studies and analysis-** Mrs. Mayhugh discussed that we need to restart the talks with the HR firms in regards to the conversion. It will take at least 1-2 years for research, preparing and working out logistics with HR firm to provide our employees with very similar benefits as they receive now in contracting with LCS.

Recommendation and Motion to resume conversations with HR firms.

Voting Members	Motio	Yes	No	Abstai	Absen
Richard Backus	Motion	x			
Joanne Jones					x
Stacy Gaines		x			
Darryl Reaves					x
Elizabeth Villanueva	2nd	x			
<b>Vote Count Total: 3-0 Yes</b>					

e. **Notification LCS Admin Fee Schedule/Mascotte Choice Selection** –Mrs. Mayhugh discussed the fee schedule presented at a meeting in August with LCS. There are questions regarding the fee schedule presented and questions have been sent to LCS. These questions appear to now be in the hands of the attorneys. Mrs. Mayhugh states her concerns center around the Student Services packages and ESE. Board members discuss the cost of contracting and comparisons to other outside entities and make comparisons to previous fee schedules. Board would like to tentatively approve based on results to questions posed to the district.

Recommendation and Motion to TENTATIVELY approve the LCS Admin Fee Schedule.

Voting Members	Motio	Yes	No	Abstai	Absen
Richard Backus	2nd	x			
Joanne Jones					x
Stacy Gaines		x			
Darryl Reaves					x
Elizabeth Villanueva	Motion	x			
<b>Vote Count Total: 3-0 Yes</b>					

f. **Notification of LCS Maintenance Agreement** – Mrs. Mayhugh states the agreement is back in the hands of the attorneys. Preventive maintenance and insurance in question. No approvals tonight, just an update of where Mascotte Charter and the district are in regards to this agreement.

**8. New Business-Consent Agenda-School Items**

**a. Approval of School Improvement Plan (SIP)**

Voting Members	Motio	Yes	No	Abstai	Absen
Richard Backus	2nd	x			
Joanne Jones					x
Stacy Gaines		x			
Darryl Reaves					x
Elizabeth Villanueva	Motion	x			
<b>Vote Count Total: 3-0 Yes</b>					

**b. Approval of Parent Involvement Plan (PIP)**

Voting Members	Motio	Yes	No	Abstai	Absen
Richard Backus	Motion	x			
Joanne Jones					x
Stacy Gaines		x			
Darryl Reaves					x
Elizabeth Villanueva	2nd	x			
<b>Vote Count Total: 3-0 Yes</b>					

**c. Notification of Safe ATTIRE with LCS** – Mrs. Mayhugh explains that Mascotte Charter has elected to follow the LCS Code of Conduct and dress policy.

**9. Principal Report** – Mrs. Mayhugh discussed important dates and happenings at Mascotte Charter. Annual Title I Meeting-September 13<sup>th</sup> @ 8am and 5:30pm; Parent Academy-September 13<sup>th</sup> @ 5:30pm (Mrs. Montero will be the lead on this project); Chick-Fli-A night in Clermont is Monday, September 17<sup>th</sup> @5:30pm; Florida Charter School Conference in October. Mrs. Mayhugh was selected as part of the Program Review Committee.

**10. Board Member Comments/Discussion-** None

**11. Time and Date of Next Meeting-** November 12, 2018 @5:30pm

**12. Adjournment** - 6:38pm