



**Mascotte Charter School Governing Board**

**Meeting MINUTES**

**Date and Time:** November 12, 2018 @ 5:00pm

**1. Opening Items**

- a. Call to Order by Board Co-Chairman @ \_\_\_\_\_ 5:15 \_\_\_\_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** – Mrs. Mayhugh requested that we adjust the order of agenda by completing the new business before reviewing the old business.

**3. Quorum= YES**

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

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

**4. Approval of Minutes**

- a. October 1, 2018- Meeting

| Voting Members                   | Motio | Yes | No | Abstain | Absent |
|----------------------------------|-------|-----|----|---------|--------|
| Richard Backus                   | 2nd   | x   |    |         |        |
| Joanne Jones                     |       | x   |    |         |        |
| Stacy Gaines                     |       | x   |    |         |        |
| Elizabeth Villanueva             | MM    | x   |    |         |        |
| <b>Vote Count Total: 4-0 Yes</b> |       |     |    |         |        |

**5. Public Comment:** None

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

- a. At A Glance-Mrs. Jacobs reviewed and stated that the current enrollment count and budget is based off 745.

7. **Old Business-**

- a. **LCS Fee Schedule and Agreements-** Mrs. Mayhugh reviewed the agreed upon Fee Schedule and showed the final approvals sent to LCS.
- b. **Bus Quotes-** Mrs. Mayhugh explained the maintenance of the current busses. Mrs. Mayhugh met with Bob Dolan from Matthews last week regarding options for the purchase of a new bus. The quote given is better than the previous quotes and Matthews can have the bus available in February 2019. We need to add 3 cameras to the bus which would increase the price approximately \$3000 bringing the total to \$107, 998. Mr. Backus discussed the need to purchase the bus and then put the busses on a rotation schedule. Mr. Backus stated that he feels at this time we need to keep the other bus as a backup bus in case of emergencies. Mrs. Jacobs explained that the purchase of the bus may cause the school to end the year with a deficit (expenses in excess of revenues), but will not cause the fund balance to have a deficit balance.

*Recommendation and Motion to approve the purchase of a new bus through Matthews.*

| Voting                           | Motio | Yes | No | Abstain | Absent |
|----------------------------------|-------|-----|----|---------|--------|
| Richard Backus                   | MM    | x   |    |         |        |
| Joanne Jones                     |       | x   |    |         |        |
| Stacy Gaines                     | 2nd   | x   |    |         |        |
| Elizabeth Villanueva             |       | x   |    |         |        |
| <b>Vote Count Total: 4-0 Yes</b> |       |     |    |         |        |

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

- a. **Reappointment of Board Member Stacy Gaines for 2 more years**

*Recommendation and Motion to reappoint Mr. Gaines to the board for 2 more years.*

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

- b. **Appointment of New Board Member-Diana Leist-**Mrs. Mayhugh introduced and presented Mrs. Leist to the current board. Based on the by-laws Mrs. Leist will serve a 3-year term and replaces Mr. Reaves.

*Recommendation and motion to approve Diana Leist as a new board member.*

| Voting Members                   | Motio | Yes | No | Abstain | Absent |
|----------------------------------|-------|-----|----|---------|--------|
| Richard Backus                   | 2nd   | x   |    |         |        |
| Joanne Jones                     |       | x   |    |         |        |
| Stacy Gaines                     |       | x   |    |         |        |
| Elizabeth Villanueva             | MM    | x   |    |         |        |
| <b>Vote Count Total: 4-0 Yes</b> |       |     |    |         |        |

- c. **Appointments of Board Chair, Co-Chair, Secretary-** The board discusses that since we have a board scribe, Mrs. McEwen, that there is no need for a board member to serve as the secretary. Board members discuss keeping the Board Chair and Co-chair positions as is currently.

*Recommendation and motion to approve Dr. Joanne Jones as the Board Chair.*

| Voting Members                   | Motio | Yes | No | Abstain | Absent |
|----------------------------------|-------|-----|----|---------|--------|
| Richard Backus                   | MM    | x   |    |         |        |
| Joanne Jones                     |       | x   |    |         |        |
| Stacy Gaines                     | 2nd   | x   |    |         |        |
| Elizabeth Villanueva             |       | x   |    |         |        |
| <b>Vote Count Total: 4-0 Yes</b> |       |     |    |         |        |

*Recommendation and motion to approve Mrs. Elizabeth Villanueva as the Board Co-Chair.*

| Voting Members                   | Motio | Yes | No | Abstain | Absent |
|----------------------------------|-------|-----|----|---------|--------|
| Richard Backus                   | 2nd   | x   |    |         |        |
| Joanne Jones                     |       | x   |    |         |        |
| Stacy Gaines                     | MM    | x   |    |         |        |
| Elizabeth Villanueva             |       | x   |    |         |        |
| <b>Vote Count Total: 4-0 Yes</b> |       |     |    |         |        |

**9. New Business-Consent Agenda-School Items-None**

10. **Principal Report** – Presentation from ACH-Richard Chapman

11. **Board Member Comments/Discussion-** Mrs. Mayhugh will send possible dates for a January board workshop with the agenda to center around Human Resources. Dr. Jones requested that discussion around teacher bonuses be added to the February agenda.

11. **Time and Date of Next Meeting-** February 11, 2019 @5:30pm

12. **Adjournment** - 6:42pm