



**Mascotte Charter School Governing Board
Meeting MINUTES**

Date and Time: August 19, 2019 5:30pm

1. Opening Items

- a. Call to Order by Board Co-Chairman @ 5:30pm.
- 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 –

3. Quorum= YES

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

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

4. Approval of Minutes

- a. July 22, 2019 General Board Meeting

Voting Members	Motion	Yes	No	Abstain	Absent
Richard Backus	MM	x			
Joanne Jones		x			
Diana Leist	2nd	x			
Stacy Gaines		x			
Elizabeth Villanueva		x			
Vote Count Total: 5-0 Yes					

- 5. **Public Comment:** Mr. Harris (husband of Tamara Harris) asked when the transition for his wife would occur because he wants to have her go onto his insurance plan with his job. Mrs. Mayhugh explained the final date of transition is 2022. Mascotte is contracting with ACH for hire of new non-instructional employees. There will be the opportunity for current TAs/Paras to transition over the next 1 to 1.5 years.

6. Financial Reports- Tarsha Jacobs

- a. At A Glance
- b. Final Budget Report 2018-2019

Recommendation: Approval of Final 2018-2019 Budget

Voting Members	Motion	Yes	No	Abstain	Absent
Richard Backus	2nd	x			
Joanne Jones		x			
Diana Leist		x			
Stacy Gaines		x			
Elizabeth Villanueva	MM	x			
Vote Count Total: 5-0 Yes					

c. 2019-2020 Budget

Recommendation: Approval of Initial 2019-2020 Budget

Voting Members	Motion	Yes	No	Abstain	Absent
Richard Backus	MM	x			
Joanne Jones		x			
Diana Leist	2nd	x			
Stacy Gaines		x			
Elizabeth Villanueva		x			
Vote Count Total: 5-0 Yes					

7. **Old Business-**

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

- a. **403b Valu-Teachers** (Mascotte Charter Employees)-Jim Perkins presented 403b planned options for Mascotte Charter employees. Plan will include AXA and National Life Group.

Recommendation-Approval of Planned Document to offer 403b options to Mascotte Charter Employees.

Voting Members	Motion	Yes	No	Abstain	Absent
Richard Backus	MM	x			
Joanne Jones		x			
Diana Leist		x			
Stacy Gaines		x			
Elizabeth Villanueva	2nd	x			
Vote Count Total: 5-0 Yes					

b. **Salary Schedule / Emergency Operations Salary Schedule Policy**

Policy put into place for emergency operations, ie. Hurricanes, natural disasters.

Recommendation-Approval of proposed salary schedule/emergency operations salary schedule policy.

Voting Members	Motion	Yes	No	Abstain	Absent
Richard Backus	MM	x			
Joanne Jones		x			
Diana Leist		x			
Stacy Gaines	2nd	x			
Elizabeth Villanueva		x			
Vote Count Total: 5-0 Yes					

c. **Custodian Job Description** (Mascotte/ACH Employees)
Recommendation-Approval of Custodian Job Description

Voting Members	Motion	Yes	No	Abstain	Absent
Richard Backus		x			
Joanne Jones		x			
Diana Leist	2nd	x			
Stacy Gaines		x			
Elizabeth Villanueva	MM	x			
Vote Count Total: 5-0 Yes					

d. **Custodian Job Pay Scale** (Mascotte/ACH Employees)
Recommendation-Approval of Custodian Pay Scale

Voting Members	Motion	Yes	No	Abstain	Absent
Richard Backus		x			
Joanne Jones		x			
Diana Leist	2nd	x			
Stacy Gaines		x			
Elizabeth Villanueva	MM	x			
Vote Count Total: 5-0 Yes					

9. New Business-Consent Agenda-School Items

10. **Principal Report** – Enrollment is at 834 with Pre-K. Safety transportation tags for all students were implemented at the school. Mrs. Mayhugh discussed the difficulty in finding bus drivers and asked that the board consider offering ½ benefits to the bus drivers. Dr. Jones stated they would bring to the table at a later date.

11. **Board Member Comments/Discussion-**

- a. Charter Conference October 29-31, 2019: Mayhugh, Backus, Jones, Villanueva, McEwen will attend.
- b. Presidio Technology Services: Discussion of RFP discussed. As a charter school, an RFP is not required. The other conversion charters have been working with Presidio on the transition of their technology systems. Mrs. Mayhugh would like to have Presidio come out to the school to complete an inventory and needs assessment for the school.
- c. Property behind School-Sewer System-The school has been approached by the new owner of the land behind the school. The owner of the land is planning 70 single homes development. The owner has inquired about tapping into the school sewage system. The system the school has cannot maintain or keep up with the flow it has now (900 people in building). The district sends someone out to the school 2-3 times a day for maintenance of the system. There are regulations on the property by Lake County Schools and the Department of Environmental Protection. The property owners will not be able to use the school sewage and drainage system. Mrs. Mayhugh will reach back out to the owner of the property to update him and inform of the board’s discussion.

12. **Time and Date of Next Regular Meeting-** Monday, September 23, 2019 @ 9:00am
13. **Adjournment** – 6:26pm