



**Mascotte Charter School Governing Board**

**Meeting MINUTES**

**Date and Time:** October 21, 2019 5:30pm

**1. Opening Items**

- a. Call to Order by Board Co-Chairman @ 5:33pm.
- 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 – N/A**

**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 (cl)*	

\*cl-Conference line

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

**4. Approval of Minutes**

- a. August 19, 2019 General Board Meeting

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

**5. Public Comment: N/A**

**6. Financial Reports-**

- a. At A Glance- Mrs. Mayhugh reviewed the At-A-Glance with the board as Ms. Jacobs was out of town today. Discussion of current student count after FTE Survey 2 is 828 (this includes Pre-K which is unfunded).

**7. Old Business-N/A**

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

**a. 2-year reappointment of Board Members Joann Jones and Elizabeth Villanueva**

*Motion: Approval of Joann Jones to the Mascotte Charter School Governing Board for 2-years, October 2019-October 2021.*

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

*Motion: Approval of Elizabeth Villanueva to the Mascotte Charter School Governing Board for 2-years, October 2019-October 2021.*

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

**b. 12-month Employee vacation accrual (ACH-Mascotte)**

Mrs. Mayhugh presented the current PTO (Paid Time Off) policy that was approved in June 2019. Mrs. Mayhugh presented a 12 month employee vacation policy. Board members discussed earning 1 day of vacation a month for those 12-month employees. Mr. Backus mentioned the amount of time to be carried over each year. Dr. Jones mentioned that like the PTO policy there needs to be a cap on the amount of vacation time that carries over. Mrs. Mayhugh presented different options of capping carryover time at 12, 15 or 24 days. The board asked Mrs. Mayhugh to work on the language with the attorneys and present again at the November meeting.

**c. Custodial/Janitorial Services**

Mrs. Mayhugh discussed the recent exit of several custodians. Other charter schools have hired Janitorial service companies. Different company proposals were presented to the board.

*Motion-Giving Mrs. Mayhugh the approval to select and negotiate pricing with the janitorial companies.*

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

**d. Teacher/Staff Bonus**

Dr. Jones presented the option of providing a retention bonus to teacher and staff before the Thanksgiving Holiday. Mrs. Mayhugh reviewed the budget notes from Ms. Jacobs regarding the impact of bonuses at this time to the budget. Mr. Backus stated the need for a bonus structure based on performance of the school and at this time the school is still a “C” and gains were not made in 2018-2019SY. Mrs. Villanueva added that bonuses had been given in the past for retention. Questions were asked regarding the possibility of LCS salary increase, the governor’s new salary plan and impact, and allocations for staff. Mr. Backus requested a board workshop so that the board can work on a strategic business plan. Board did not take a vote or motion for teacher/staff bonuses.

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

**a. 2019-2020 School Improvement Plan**

*Motion-Approval of 2019-2020 Mascotte Charter School Improvement Plan*

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

**10. Principal Report** – Mrs. Mayhugh reviewed the current benchmark assessment data after the 1<sup>st</sup> nine weeks. STAR Reading Growth: 1<sup>st</sup> grade-50%; 2<sup>nd</sup> grade-60%, 3<sup>rd</sup> grade-68%; 4<sup>th</sup> grade-69%, 5<sup>th</sup> grade-58%. STAR Math Growth: 1<sup>st</sup> grade-59%; 2<sup>nd</sup> grade-73%; 3<sup>rd</sup> grade-70%; 4<sup>th</sup> grade-44%; 5<sup>th</sup> grade-50%

Mrs. Mayhugh reviewed the information covered in the charter chat on October 8<sup>th</sup>. She gave the board the survey results regarding sick time. She also explained more information is forthcoming from the district/state regarding sick time of current employees. A meeting is to be scheduled with conversion charters and LCS to discuss further.

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

e. Charter Conference October 29-31, 2019: Mayhugh, Backus, Jones, Villanueva, McEwen will attend. Schedule of sessions will be sent by Mrs. McEwen to the board members.

12. **Time and Date of Next Regular Meeting-** Monday, November 18, 2019 @ 5:30pm
13. **Adjournment** – 6:51pm