



NAPLES

CLASSICAL ACADEMY

Naples Classical Academy (NCA)

Minutes for REGULAR Meeting of the Board of Directors

February 8, 2023, at 6:00 P.M.

Location: 10270 Immokalee Rd, Naples, FL 34120

	Name	Office	Present	Absent	Arrived Late	Departed Early
1	Mr. Derrick Ayers	Vice Chair		✓		
2	Mr. Timothy Hall	Treasurer	✓			
3	Mr. Matthew Mathias	Board Chair	✓			
4	Dr. Holly Miller	Secretary	✓			
5	Dr. Mark Russo	Director	✓			
6	Mr. William Truog	Director		✓		

School Personnel in Attendance:	OptimaED Personnel in Attendance:	Guests in Attendance:
Mr. Ronald Garcia, Head of School	Mrs. Erika Donalds	
Mr. Jason Ricciardelli, School Operations Manager	Mr. Alberto Cardenas	
	Mr. Chuck Marshall	
	Mrs. Susan Turner	

- Meeting was called to order at 6:09 p.m. by Mr. Mathias.
- Attendance roll call conducted by Mr. Mathias
- Agenda Adoption –*Motion made by Mr. Hall to adopt the agenda, seconded by Dr. Miller. Vote: unanimous.*
- Approval of Meeting Minutes: 11/16/2022, 1/2/2023 - (vote)
Motion made by Mr. Hall to approve the meeting minutes, seconded by Dr. Russo, vote: unanimous
- Board Chair Report – Mr. Mathias shared that he received a call from engineer and real estate attorney regarding a property to the east proposing to get approval for 300 single family homes. Request was related to the traffic light at the school's entrance.
- Public Comment
 - Michaela Thomas
 - Teresa Henderson
 - Mary Hickman
- Review of authorizer unique correspondence (written notice from Collier County Public Schools) – None
- Head of School's Report – Mr. Garcia addressed staffing concerns, reported on teacher training and support, his attendance at Hillsdale for leadership event, i-ready, FAST and CLT testing, student support services, staff and faculty surveys, upcoming events and student retention.
Dr. Miller requested that Mrs. Donalds and Mr. Garcia determine how to compensate the teachers for

extra work done when covering classrooms.

9. School Operation Manager's Report - Mr. Ricciardelli reported that they completed tornado and lock down drills. Exterior building painted, installed additional cameras, staff furniture was purchased with Boosterthon funds has come in, walkie talkies purchased for each room, health service visits, 406 scholars in clubs, Mrs. Weston hired as the new back office Operations Specialist. Transitioning away from Aramark due to their staff shortages; NCA has a transition plan in place at no additional cost to the school budget with bringing services in-house. Mr. Mathias asked that someone from Optima to highlight on the financials the cost differential between Aramark and in-house salaries.
10. OptimaEd's Report – Mrs. Turner reviewed the report shared with the Board and discussed enrollment, bond compliance, academics, and current base salary from the state.
11. Financial Report July-December 2022 – (vote to accept)
Mr. Hall reviewed the current budget status. Mr. Mathias added that we are in compliance with the bond covenants relating to days of cash on hand and debt service coverage ratio.
Motion made by Mr. Hall to approve the July-December 2022 financials as presented, seconded by Dr. Miller, vote: unanimous.
 - a. Balance Sheet
 - b. Budget vs. Actual
 - c. Profit and Loss Statement
 - d. Cash Flow Statement
 - e. Budget vs. Actual Causals
 - f. Bank Statements
12. Board Committee Report(s)
 - a. Finance Committee Report
 - i. 23-24 Enrollment Plan – (vote) – no vote at this time
Mr. Hall shared that the Finance Committee is working together with Mr. Marshall on the enrollment plan for next year which will be the key part of the budget and will present to the Board for formal approval
13. Unfinished Business
 - a. Real Estate Update – Mr. Mathias reported that the buyer has received our amendment to the proposed purchase agreement and is reviewing.
14. New Business
 - a. 22-23 Survey 3 Teacher Out of Field Report - (vote)
Motion made by Dr. Miller to approve the 22-23 Survey 3 Teacher Out of Field Report as presented, seconded by Dr. Russo, vote: unanimous
 - b. 23-24 Academic Calendar – (vote) The Board, Optima staff and Mr. Garcia discussed the different options.

Motion made by Dr. Miller to approve the start date of August 10th and last day is May 30th and summer Teacher training for the 23-24 Academic Calendar. The remainder of the schedule will be finalized between Optima and Mr. Garcia, seconded by Mr. Hall , vote: unanimous.

c. Policy Updates – (vote)

Motion made by Mr. Hall to approve the Policy Updates 2300, 2700, 6900, 2800 as presented, seconded by Dr. Russo, vote: unanimous.

- i. 2300 Behavioral Policies
- ii. 2700 General Student Policies
- iii. 6900 General Staff Policies
- iv. 2800 Parent Complaints related to HB 1557

- d. PTC Report – Agnes Zak reported that the PTC has adopted the Bylaws which have been approved by Mr. Garcia. Ms. Zak is now heading PTC since Ms. Weston is now an employee of the school. Ms. Zak asked who would approve the PTC budget. Board advised that the budget should go through the School Operations Manager. Mrs. Turner advised that a policy is in place and the School Operations Manager will manage it. Subcommittees have events planned for Teacher Appreciation, Valentines Day, spirit wear and upcoming events and fundraising. Mr. Mathias requested that the committee make an extra focus for eighth grade families to promote retention. Ms. Zak asked for clarification from the Board on the wish list, who does the Committee cross check the wish list with to confirm the need and that these are not budgeted items. Mrs. Donalds advised that the PTC consult with the Head of School and Operations. PTC Communication volunteer will manage a newsletter and social media posts.

15. Board Comments

- a. Dr. Miller thanked the teachers for being here and the Board will work on solutions to their concerns. She is very excited about the PTC.
- b. Dr. Russo agrees with Dr. Miller that staffing issues are across the board; try to use this as an opportunity for creativity.
- c. Mr. Hall is excited to hear what the PTC is and will be doing. Delighted teachers feel comfortable to come to the Board and share issues. Mr. Hall thanks Optima staff for all they do.
- d. Mr. Mathias hopes all realized we would love to have more staff and adequate services. We will work on compensation for additional work. He reflects on where we are today and how far we've come which is a testament to all involved. Please pass this on to all school staff. Pleased with Ms. Zak's work with the PTC.

16. Adjournment – 8:01 p.m.

Next Board Meeting: Regular Meeting on Wednesday, March 22nd, 2023, at 6:00 p.m.

Naples Classical Academy (NCA)
Minutes for REGULAR Meeting of the Board of Directors
Location: 10270 Immokalee Rd, Naples, FL 34120
February 8th, 2023 at 6:00 P.M.

Reviewed and approved by Board Chair, Mr. Matthew Mathias



Matthew W Mathias (May 2, 2023 18:01 EDT)

Signature

May 2, 2023

Date