



# Treasure Coast Classical Academy

## Minutes - Board of Directors Meeting: September 16, 2019

Location: VIA conference call 267-866-0999 PIN: 4399004854

	<u>Present:</u>	<u>Absent:</u>	<u>Late:</u>
Lynda Daniel, Chairperson	✓		
Joan Hoffpauir, Secretary		✓	
Laura Pate	✓		
Maria Wells, Treasurer	✓		
Joseph Featherstone	✓		

### Opening Items

Agenda Item	Action	Who
<b>Call to Order</b>	<b>10:33AM</b>	Daniel
A quorum being present, the meeting was called to order.		
Review and adoption of agenda		Daniel

### Reports of Officers and Standing Committees

**Treasurer:** Ms. Wells reviewed the June 2019 Financial Packet. Future reports will be presented on a quarterly basis. Revised budget will be presented in October to address enrollment change.

#### Motion to receive Treasurer's Report

Moved: Laura Pate  
 Second: Joseph Featherstone  
 Vote: Unanimous

**Chairman:** Ms. Daniel has distributed a Sunshine Law Primer and Standards for Effective Charter School Governance documents to the board for their review. The directors will also utilize Dr. Brian Carpenter's board training material offered through Hillsdale College. The topic of quarterly board training workshops will be on October's agenda.

**Principal:** Ms. Swearingin reported on enrollment. Forty-eight new students have been enrolled since opening day. Only seven have withdrawn since August 12. Information meetings are ongoing. Hillsdale College visit is this week. Hillsdale has been very supportive of TCCA, offering additional teacher training on curriculum.

**School Operations Manager:** Ms. Estes reported that the temporary facility space is working well, with a few minor adjustments. Permanent facility walls are up and the progress is exciting to witness. Fencing at current location is complete and SRO is working with school on drills.

**Executive Director:** Mrs. Donalds gave update on Optima team and their roles. Mrs. Donalds has been evaluating board management software, and is looking at a platform that would replace the google drive and offer strategic planning tools. Mrs. Donalds discussed possibilities for ongoing board training that may be useful for charter school board members.

### Unfinished Business

None

## **New Business**

### **Updated Board Meeting Schedule**

**Motion to Approve 2019-2020 Board Meeting Schedule with changes**

Moved: Maria Wells  
Second: Joseph Featherstone  
Vote: Unanimous

## **Board Comments**

None.

**Meeting Adjourned at 11:20AM**