



Treasure Coast Classical Academy (TCCA)

Minutes for Regular Meeting of the Board of Directors

1400 SE Cove Rd, Stuart, FL 34997

May 19, 2020 at 10:00AM

Due to COVID-19, meeting held via Communications Media Technology:

<https://zoom.us/j/98423094772?pwd=S205dE1KaE9oOXk5Zm5LWDE1czlidz09>

Meeting ID: 984 2309 4772

Password: 3Xu4zP

MINUTES

Members in Attendance

- Maria Wells
- Laura Pate
- Joseph Featherstone
- Joan Hoffpauir – arrived at 11:02AM

Members Absent

1. Meeting called to order at 10:02AM. Vote of chairperson for the meeting:

- a. Motion to elect Joseph Featherstone as chairman for the meeting.
- b. Motioned by Maria Wells.
- c. Seconded by Laura Pate.
- d. Vote: unanimous. (Joan Hoffpauir absent)

2. Attendance

- a. Members announced themselves.

3. Community Comments- no community comments.

4. Principal's Report

Ms. Swearingin reported that student attendance and engagement continues to be strong. IEP, Gifted, and 504 meetings have all continued and parents have complimented the ESE department on their work. There is a waitlist for every grade for next year, with the highest numbers in Kindergarten and 6th grade. Ms. Swearingin reviewed the faculty and student retention rates and reasons. She is tracking carefully the causes of student and teacher attrition. Most seem very happy with the school.

Future professional development plans and opportunities were outlined by Ms. Swearingin, including the many sources provided by Hillsdale College.

Tutoring for struggling students will begin next year with a TCCA teacher.

5. Executive Director's Report

Mrs. Donalds explained that there is no new information from the state on the COVID-19 impact for the 2020-2021 school year. Mrs. Donalds is meeting with other charter leaders this week, and hopes to have an update soon. Any decisions will be made with the best interests of students and staff in mind.

The board will be included on email sent by CPA firm to the district with the monthly financials, and Mrs. Donalds can explain the format if needed.

Mrs. Donalds worked with Hillsdale to develop the questions on the parent survey, which was recently issued. Survey will be offered to other BCSI schools, and may help us compare results across the network.

Mrs. Donalds encouraged board members to reach out regarding potential new board member, and ask any questions before vote at next meeting.

6. Parent Representative

- a. Motion to appoint Laura Pate as TCCA Parent Representative.
- b. Motioned by Maria Wells.
- c. Seconded by Joseph Featherstone
- d. Vote: unanimous. (Joan Hoffpauir absent)

7. New Business

1. Mrs. Donalds explained final budget for the fiscal year ending June 2021, and updated the board on revenue and expense changes since their last view of the budget in April.
 - a. Motion to approve the Fiscal Year 2021 budget as presented.
 - b. Motioned by Maria Wells.
 - c. Seconded by Laura Pate.
 - d. Vote: unanimous
2. The Fiscal Year 2021 Staffing Plan was review by Mrs. Donalds.
 - a. Motion to approve the Fiscal Year 2021 Staffing Plan, with change to correct the name of position, Reading Coach, to Literacy Coach.
 - b. Motioned by Maria Wells.
 - c. Seconded by Laura Pate.
 - d. Vote: unanimous. (Joan Hoffpauir in attendance)
3. Mrs. Donalds presented Principal's Swearingin's evaluation to the board, and noted outstanding achievements in school culture, classical learning, district relationship, communications, and professional development. Mrs. Donalds incorporated Hillsdale's observations into the evaluation, and explained the rationale for promotion to Principal I.
 - a. Motion to approve Principal evaluation for Ms. Swearingin, promotion to Principal I, and salary increase to \$95,000.00
 - b. Motioned by Maria Wells.
 - c. Seconded by Laura Pate.
 - d. Vote: unanimous.

8. Good of the Order – none.

9. Announcements – Mrs. Donalds reminded everyone of the next meeting on June 22. The board discussed the meeting date and time.

- a. Motion to adjust next meeting date to Tuesday, June 23 at 10:30AM with location to be determined.
- b. Motioned by Maria Wells.
- c. Seconded by Laura Pate.
- d. Vote: unanimous.

10. Board Comments- board members discussed possibilities for new chairperson. Vote will occur at next meeting.

11. Meeting adjourned at 11:22AM