



Treasure Coast Classical Academy (TCCA)

Minutes for Meeting of the Board of Directors

1400 SE Cove Rd, Stuart, FL 34997

Meeting also available via Zoom

September 13^h, 2022 at 10:00 A.M.

Members in Attendance

- Mr. Joseph Featherstone
- Mr. Brandon Tucker
- Mr. Brandon Miller
- Ms. Rebecca Negron
- Mr. Gary Uber (via Zoom)

School Personnel in Attendance

- Mrs. Erika Donalds, Executive Director
- Ms. Janine Swearingin, Director of Academics
- Ms. Kirsten Pendleton, Principal
- Mrs. Tama Williams, School Operations Manager

Members Absent

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1. Meeting Called to order at 10:09 a.m. by Mr. Featherstone.
 2. Attendance noted by Mr. Featherstone and he opened the meeting in prayer.
 3. Approval of meeting minutes: 7/19/22 – (vote)
Motion made by Mr. Tucker to approve the 7/19/22 meeting minutes, seconded by Mr. Miller, vote: unanimous.
 4. Community Comments
 - a. Michelle Miller
 5. Agenda Amendments – To be included on all future agendas as Item 4.
Motion made by Mr. Tucker to amend the agenda as follows, seconded by Mr. Miller, vote: unanimous.
 - a. Adding “Agenda Amendments” to all meeting agendas going forward.
 - b. Remove Item 9.a. 22-23 Teacher Salary Increase Allocation Plan (TSIA) - (vote)
 - c. Add new Item 9.a. Internal performance audit proposal and amend the fiscal year budget accordingly – (vote)
 - d. Audit Committee members – (vote) ***Mr. Featherstone made a motion to appoint Mr. Tucker and Ms. Negron to the Audit Committee.***
 6. Principal’s Report – Mrs. Pendleton reported that the school year is off to a great start. The teachers attended Hillsdale training in Tampa and two weeks of in-house training before school started. Mrs. Pendleton also spoke about testing, aftercare, operations team accomplishments over the summer, staffing, and new teacher mentoring.
 7. School Operations Manager Report – Ms. Williams reported on car line, Raise Craze acts of kindness fundraiser and golf tournament, field trip costs, before and aftercare program, student clubs, food service, Aramark facilities service contractor, gym expansion, sod installation,

security, and fire inspection compliance is up to date.

8. Add a Special Board meeting – (vote)

Motion made by Mr. Featherstone to add a Special Board Meeting on September 27th at 1:30 p.m. via Zoom to vote on the third-party auditor proposal, seconded by Mr. Tucker, vote: unanimous.

9. Treasurer's Report – Mrs. Turner stated that the audit needs to be delivered to the district by September month-end but it can be reviewed by the Audit Committee and accepted to the Board at the October 11th Audit Committee meeting and expects to receive the completed audit by September 29th. McCrady & Associates is doing the school's annual audit. Mr. Uber commented on his concern about the audit not being completed sooner. Mrs. Turner will contact McCrady and request the audit to be completed sooner and will copy Mr. Featherstone. Mr. Featherstone asked that Mrs. Turner email McCrady today and copy him. Mr. Uber commented that next year we could specify an audit due date or look at other vendors. July Financials were discussed and the current cash flow status was based on the timing of grants and local revenue and sales surtax.

10. Optima Report – Mrs. Donald's discussed the audit process with the district, school grades, iReady and FAST testing, state and district grants and funding, budget status, financing, capital outlay report, and county submissions completed, working on the FY22 financial audit and federal audit, district performance evaluation, teacher certification process, and mental health training for staff. Mrs. Donalds welcomes an internal performance audit and feedback to assist and improve. Mr. Featherstone will connect with Erika on the recent issues. Mr. Uber commented that we need to address the current students, parents, and staff to ensure they understand the flow of funds before expansion.

11. New Business

- a. Internal performance audit proposal – (vote)

Motion made by Mr. Tucker to amend the fiscal year budget to include a third-party performance audit, seconded by Mr. Miller, vote: unanimous.

- b. ID system quote - (vote) Adding to the budget

Motion made by Mr. Featherstone to approve the ID system quote and add this into the budget, seconded by Mr. Tucker, vote: unanimous

12. Good of the Order - None

13. Announcements - None

14. Board Comments –

- a. Mrs. Negron talked about having a discussion with Mrs. Donalds to attempt to resolve issues before securing a third-party auditor.

- b. Mr. Miller seconded Ms. Negron's statement and agreed to work matters out relationally with Optima before taking the next steps.
- c. Mr. Featherstone agreed as well to communicate with Mrs. Donalds as Board members individually. These matters will be addressed at the Special Board meeting on September 27th.
- d. Ms. Swearingin spoke about employee concerns and let them know that they are heard.

15. Adjournment – ***Motion to adjourn made by Mr. Uber and seconded by Mr. Miller.*** Meeting adjourned at 2:00 noon.

Next Special Board meeting: Tuesday, September 27th at 1:30 P.M.