



Treasure Coast Classical Academy (TCCA)

Minutes for Special Meeting of the Board of Directors

1400 SE Cove Rd, Stuart, FL 34997

Meeting also available via Zoom

February 14th, 2022 at 11:00 A.M.

Members in Attendance

- Joseph Featherstone
- Laura Pate
- Brandon Miller
- Brandon Tucker
- Gary Uber

School Personnel in Attendance

- Janine Swearingin, Principal
- Tama Williams, School Operations Manager
- Erika Donalds, Executive Director

Members Absent

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1. Meeting Called to Order 11:04 a.m. by Mr. Featherstone.
 2. Attendance by Mr. Featherstone.
 3. Community Comments
 - a. Eileen Kerr
 - b. Jennifer Kerr
 - c. Cindy Cannon
 - d. John Snyder
 4. Response to parent and teacher feedback
 5. Survey Review
 - a. Mrs. Donalds provided an overview and background of TCCA's origin and establishment.
 - b. Ms. Janine Swearingin, School Principal, addressed some parent concerns from the survey:
 - i. TCCA is held accountable to State and District by reporting and auditing.
 - ii. Mrs. Tama Williams, the School Operations Manager, is handling all supply orders, with policies and procedures in place. Orders are approved by Optima. Order delays due to Covid related shortages.
 - iii. PTO usage and substitute coverage issue. Mrs. Swearingin reports that administration is working to ensure PTO allotments are not exceeded and substitute coverage is planned and documented.
 - iv. Fundraising initiatives – Mrs. Donalds stated there is no significant amount budgeted for small fundraisers. There is a staff member designated to handle small fundraising items. Mr. Uber asked what would be a goal of a capital fundraising campaign. Mrs. Donalds answered an Athletic Director would be a beneficial position to add.
 - v. Facility Management and Custodial Services are difficult due to shortages. Taking before and after photos to hold service companies accountable. The Operations team from Optima comes on-site once a month to monitor.
 - vi. Class size – School is accountable to report class size to districts and adhere to the state class-size amendment – Mrs. Donalds

6. Board Comments

- a. Mrs. Pate – Thanked all for putting this meeting together. Board is here to assist.
- b. Mr. Tucker – Thanked all for contributions making this meeting possible. He asked to have a Zoom meetings policy including access and commenting guidelines. Mrs. Donalds responded that Zoom is now permissible (post-Covid) and will confirm that public comments are permitted, and meetings can be via Zoom at the will of the Board. She also advised that there is a Board information page available on the Optima Foundation website. This resource link will be shared with all Board Members.
- c. Mr. Featherstone commented on the huge responsibility to the students who will be the future of our nation and that he is privileged to be a part of this effort. Thanked Optima and school administrators.
- d. Mr. Uber – accountability and checks and balances in place with Optima.

7. Adjournment – 1:00 p.m.