



Treasure Coast Classical Academy (TCCA)

Minutes for Regular Meeting of the Board of Directors

November 14, 2024, at 9:00 a.m.

Location: 1400 SE Cove Road, Stuart FL 34997 & via Zoom

	Name	Office	Present in Person	Present via zoom	Absent	Late Arrival	Early Departure	Excused Absence
1	Ms. Maria Wells	Chairperson	♦					
2	Dr. Frank Raffone	Vice-Chair	♦					
3	Mr. Scott King	Treasurer		♦				
4	Ms. Michelle Miller	Secretary	♦					
5	Mr. David Snyder	Parent Representative	♦					

School Personnel In Attendance:	Ancora Personnel In Attendance via Zoom:	Guests in Attendance:	
Kirsten Pendleton	Amy Miller		
Monica Terzuoli	Dr. Susan Legutko		
Bill Tennant			
Mark Greene			
Tara Zettler			
Jennifer McCluskey			

The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.

- I. **Call to Order:** Meeting called to order by Chairperson, Maria Wells, at 9:00 a.m.

Attendance: Michelle Miller took attendance. Maria Wells, Frank Raffone, Scott King, Michelle Miller, and David Snyder were all present.

Pledge of Allegiance, Prayer, and Reading of the Mission Statement: were all done by various TCCA Scholars

- II. **Public Comments:** NONE

- III. **Adoption of the Agenda for November 14, 2024 Regular Board Meeting:** Motion to Adopt the Agenda for the November 14, 2024 Regular Board Meeting, adding under X. New Business B. Authorization for Head of School terminating third-party vendor contracts and C. Governing Board Strategic Planning, was made Michelle Miller; and seconded by Frank Raffone. **The motion passed 5-0.**

- IV. **Approval of the Governing Board Meeting Minutes from October 3, 2024 and October 29, 2024 Board Workshop Meeting Minutes.** The motion to approve the Governing Board Meeting Minutes from October 3, 2024 and the Board Workshop Meeting Minutes from October 29, 2024 was made by Frank Raffone; and seconded by David Snyder. **The motion passed 5-0.**

- V. **Consent Agenda:** NONE

- VI. **Operations Updates:** No Action Required – FYI only – Mr. Mark Greene provided updates on the following areas on campus.
- A. Roof Update – presentation sent to Board separately regarding updates.
 - B. Shade Area – setback due to Martin County building department with the original proposed new building; now resolved. Weather delays due to hurricanes. Project should be completed by Thanksgiving.
 - C. Cleaning Contract Vendor, AK Building Services. Doing a great job and saving money with this vendor.
 - D. Property Fencing – project complete and fencing is locked every day.

- VII. **Head of School Reports:** No Action Required – FYI only
- A. Enrollment Report
 - B. Discipline / Referral Report
 - C. Academic Progress Update: PM Quarter 1. Ms. Jennifer McCluskey and Ms. Tara Zettler presented to the Board the results of the PM Quarter 1 testing and plans for future testing in the 2024-2025 school year.
 - D. Distribution of 2023-2024 Florida School Recognition Program funds for “A” school grade. The administration is working with faculty/staff on obtaining a majority vote on the distribution of these funds for faculty/staff from the 2023-2024 school year.
- VIII. **Ancora Reports:** No Action Required – FYI Only
- A. Monthly Financial Report
 - B. Ancora Updates
- IX. **Old Business:** NONE
- X. **New Business:**
- A. 2024-2025 Code of Student Conduct Revisions. The motion to approve the 2024-2025 Code of Student Conduct revisions as presented was made by Frank Raffone; and seconded by Michelle Miller. **The motion passed 5-0.**
 - B. Authorization for Head of School terminating third-party vendor contracts. Motion made for Head of School to authorize terminating third-party vendor contracts entered into by the Governing Board up to \$50,000, without notice to the Board, and third-party vendor contracts over \$50,000, will require five-days’ notice to the board via email communication before terminating said third-party vendor contracts over \$50,000 was made by Scott King; and seconded by David Snyder. **The motion passed 5-0.**
 - C. Governing Board Strategic Planning. No Action Required – FYI Only. Scott King discussed with the Board from his recent board training at Hillsdale with Michelle Miller, the need for TCCA to meet to prepare a strategic plan as directed by Hillsdale.
- XI. **Board Member Comments:**
- A. Michelle Miller informed the board that the marketing brochure should be ready for distribution in the next few weeks.
- XII. **Upcoming Meetings**
- Monthly Governing Board Meetings
January 8, 2025, 5:30 p.m.
Location: 1400 SE Cove Road, Stuart, Florida 34997 with a Zoom option
- XIII. **Adjournment** 10:44 a.m. Chairperson Maria Wells adjourned the meeting at 10:44 a.m.


Michelle Miller (Jan 10, 2025 20:25 EST)

Michelle Miller, Board Secretary

01/10/2025

Date