



Treasure Coast Classical Academy (TCCA)

Minutes for Regular Meeting of the Board of Directors

February 6, 2025, at 3:45 p.m.

Location: Coastal Life Church, 560 SW 34th Street, Palm City, Florida 34990
& 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	Dr. Susan Legutko		
Bill Tennant			
Mark Greene			

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 3:45 p.m.

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

Pledge of Allegiance, Prayer, and Reading of the Mission Statement: Mark Greene

- II. **Public Comments:** NONE

- III. **Adoption of the Agenda for February 6, 2025 Regular Board Meeting:** Motion to Adopt the Agenda for February 6, 2025 Regular Board Meeting was made by David Snyder; and seconded by Michelle Miller. **The motion passed 4-0.**

- IV. **Approval of the Governing Board Meeting Minutes on January 8, 2025.** The motion to approve the Governing Board Meeting Minutes on January 8, 2025, was made by Michelle Miller; and seconded by David Snyder. **The motion passed 4-0.**

- V. **Consent Agenda:** The motion to approve the Consent Agenda items as listed below was made by Michelle Miller; and seconded by David Snyder. **The motion passed 4-0.**

- A. 2025-2026 School Calendar
- B. Proposed Student Fee Schedule (2025-2026)
- C. Annual Enrollment Capacity (2025-2026)

- VI. **Head of School Report:** No Action Required – FYI only

- A. Enrollment Report. Mrs. Pendleton informed the Board that TCCA is currently in FTE Survey 3 10-day window with the anticipation of ending at 1080/1081 scholars for the 2024/2025 school year for funding purposes.
- B. Discipline / Referral Report. Mrs. Pendleton praised the academic team for their efforts in reducing the number of discipline / referral issues since winter break.
- C. Out-of-Field Teachers – Summary. Mrs. Pendleton informed the Board that 12 teachers have applied for the Restricted Classical Education Certification with the Florida Department of Education and once these certificates are issued, this will resolve many of the out-of-field teachers for the 2024-2025 school year. Mrs. Pendleton will also provide an academic update at the next board meeting after testing is completed.

- VII. **Ancora Reports:** No Action Required – FYI Only
A. Monthly Financial Report (December 2024)
B. Ancora Updates

VIII. **Old Business:** NONE

IX. **New Business:**

- A. Head of School Mid-Year Evaluation using the 10 standards from The Florida Leadership Standards matrix. Dr. Raffone provided a mid-year narrative evaluation as many of the items within the 10 standards from The Florida Leadership Standards matrix would not be applicable for evaluation until the end of the school year. Dr. Raffone offered her progress, plans, and expectations in the narrative before the completion of the final evaluation at the end of the 2024-2025 school year.
B. Board Workshop Review - NONE

X. **Board Member Comments:**

Chairperson Wells addressed the two new committees that TCCA Board of Directors will be forming in the near future:

1. Board Search and Enculturation
2. Head of School Support and Evaluation

Dr. Raffone indicated that he will continue to digest the earlier Board Workshop meeting and will address concerns/items as they come up.

Mr. Synder mentioned about eliminating the game “handball” on campus. Mrs. Pendleton will discuss this with appropriate staff.

XI. **Upcoming Meetings**

Monthly Governing Board Meeting – In person and via ZOOM
Date and Time TBD – Board conflict from original date of March 6, 2025

XII. **Adjournment** 4:03 p.m. Chairperson Maria Wells adjourned the meeting at 4:03 p.m.

Michelle Miller
Michelle Miller (Mar 25, 2025 11:49 EDT)

Michelle Miller, Board Secretary

03/25/2025

Date

2025.02.06 Board Meeting Minutes

Final Audit Report

2025-03-25

Created:	2025-03-25
By:	Ancora Management (info@ancorafoundation.net)
Status:	Signed
Transaction ID:	CBJCHBCAABAAT0JvkDe8QLSCLU-aLhBHmAuYPkT7-whP

"2025.02.06 Board Meeting Minutes" History

-  Document created by Ancora Management (info@ancorafoundation.net)
2025-03-25 - 1:08:36 PM GMT
-  Document emailed to michelle.miller@thetcca.net for signature
2025-03-25 - 1:08:41 PM GMT
-  Email viewed by michelle.miller@thetcca.net
2025-03-25 - 3:48:22 PM GMT
-  Signer michelle.miller@thetcca.net entered name at signing as Michelle Miller
2025-03-25 - 3:49:18 PM GMT
-  Document e-signed by Michelle Miller (michelle.miller@thetcca.net)
Signature Date: 2025-03-25 - 3:49:20 PM GMT - Time Source: server
-  Agreement completed.
2025-03-25 - 3:49:20 PM GMT