



Treasure Coast Classical Academy (TCCA)

Minutes for the Monthly Meeting of the Board of Directors

June 9, 2025, at 7:00 p.m.

Location: 1400 SE Cove Road, Stuart, FL 34997 and 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. Brandon Forgione	Board Member	♦					
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	Susan Legutko	Mike Vega, Brown & Brown	
Bill Tennant		Mike Haggerty, Brown & Brown	
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 7:00 p.m.

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

Pledge of Allegiance, Prayer, and Reading of the Mission Statement were all led by Mark Greene.
- II. **Public Comments:** NONE
- III. **Adoption of the Agenda for June 9, 2025 Board Meeting:** Motion to Adopt the Agenda for June 9, 2025 Board Meeting was made by David Snyder; seconded by Michelle Miller. **The motion passed 5-0.**
- IV. **Adoption of the Minutes.** Motion to approve the meeting minutes as listed below was made by Michelle Miller; seconded by David Snyder. **The motion passed 5-0.**
 - A. 2025-04-10 Monthly Governing Board Meeting Minutes
 - B. 2025-05-29 Special Board Meeting Minutes

Motion to amend the meeting minutes of April 10, 2025 to correct VIII. Old Business to correct the word “repelled” to “repealed” was made by Michelle Miller; seconded by David Snyder. **The motion passed 5-0.**
- V. **Consent Agenda:** The motion to approve Consent Agenda items A, B, C, D, and E, as listed below was made by Michelle Miller; seconded by David Snyder. **The motion passed 5-0.**
 - A. Revised 2025/2026 School Calendar.
 - B. School Choice Notice.
 - C. Code of Student Conduct 2025/2026.
 - D. Before & After School Enrichment Program Handbook 2025/2026.
 - E. Student Dismissal Policy.
- VI. Head of School Reports: - NO ACTION REQUIRED FYI ONLY
 - A. Enrollment Report
 - B. Discipline / Referral Report
 - C. Parent Teacher Coalition (PTC) Financials

VII. **Ancora Reports: NO ACTION REQUIRED FYI ONLY**

- A. Monthly Financial Report
- B. Ancora Updates

VIII. **Old Business:**

- A. Audit Selection Committee. The motion to approve the audit committee members consisting of board members Dr. Raffone and Mr. Forgione, TCCA parent Monica Perez, and TCCA employee Scott King, who will serve in an advisory role, was made by David Snyder; seconded by Michelle Miller. **The motion passed 5-0.**
- B. Board Member Michelle Miller read to the board Form 8B *Memorandum of voting conflict for county, municipal, and other local public officers* from William David Snyder, II, signed June 9, 2025, pertaining to Board Member's brother Mr. John Snyder, being a relative of ESI Works, who is bidding on the Human Resource RFP for TCCA, which will be voted on at the June 19, 2025 board meeting.

IX. **New Business:**

- A. Insurance Renewal – No Action Taken – tabled for future meeting.
- B. Physical, Speech/Language and Occupational Therapy Services Agreement. Motion to approve staff recommendation of PJH Consulting, Inc. to provide physical, speech/language and occupation therapy services for the 2025/2026 school year was made by Michelle Miller; seconded by Brandon Forgione. **The motion passed 5-0.**
- C. 2025/2026 Staffing Plan. The motion to approve 2025/2026 staffing plan as presented by staff was made by Michelle Miller; seconded by Brandon Forgione. **The motion passed 5-0.**
- D. HVAC Maintenance Contract Proposals. The motion to approve the HVAC Maintenance Contracts with TRANE Technologies (control agreement only for \$6,500) and Everest Mechanical Services, LLC (mechanical agreement only for \$6,372 with wheel cleaning) for the 2025/2026 school year, effective July 1, 2025, as presented by staff, was made by Michelle Miller; seconded by Brandon Forgione. **The motion passed 5-0.**
- E. Additional Restroom in Cafeteria Proposal. The motion to approve Water's Edge Property Services, as presented by staff, for the additional restroom in the cafeteria for primarily upper school scholars in the amount of \$39,270, was made by Bradon Forgione; seconded by Michelle Miller. **The motion passed 5-0.**
- F. Proposal to Change All Building Locks and Repairing Front Door. The motion to approve, as presented by staff, Centurion Lock & Security Products to change all building locks with intruder function locks or classroom security function locks, including repairing the Dor-o-matic exit device on front right-hand door, in the amount of \$9,930, was made by Michelle Miller; seconded by Brandon Forgione. **The motion passed 5-0.**
- G. Proposal to Install Double Push Bar Gate. The motion to approve, as presented by staff, Daniels Fence to remove the existing 12' double swing gate and install a new carry over, black mini mesh 8'h x 12'w double panic gate on the far south side of playfield, in the amount of \$10,500, was made by Frank Raffone; seconded by David Synder. **The motion passed 5-0.**
- H. Proposal to Purchase Ice Maker. The motion to approve the purchase of a 532-pound storage ice maker to be used on campus for school use, for approximately \$6,000, was made by David Snyder; seconded by Frank Raffone. **The motion passed 5-0.**

- I. Pest and Fire Ant Control Contract for 2025/2026 School Year. The motion to approve, as presented by staff, Travis Pest Services, for the monthly pest control and annual fire ant control contract for 2025/2026 School Year in the amount of \$5,100, was made by Michelle Miller; seconded by Brandon Forgione. **The motion passed 5-0.**
- J. Summer Floor Stripping and Waxing Proposal. The motion to approve, as presented by staff, for AK Building Services Commercial Cleaning to strip and wax the hallways and cafeteria areas only during the summer of 2025, in the amount of \$7,120, was made by Michelle Miller; seconded by Brandon Forgione. **The motion passed 5-0.**
- K. TCCA Potential New Board Member Application from Douglas Mustapick. No action taken - the motion made by David Snyder failed to obtain a second.
- L. Member vs. curriculum school. The motion to approve Scott King to negotiate with Hillsdale to be a member vs curriculum school was made by Michelle Miller; seconded by Frank Raffone. **The motion passed 5-0.**

X. **Board Member Comments:**

Dr. Raffone thanked TCCA staff and board members for their time at the workshop held earlier that day and their diligence pertaining to all aspects of TCCA.

XI. **Upcoming Meetings**

Special Governing Board Meeting
 Date and Time: June 19, 2025, 10:00 a.m.
 Location: via Zoom

XII. **Adjournment** 7:48 p.m. The motion to adjourn at 7:48 p.m. was made by Michelle Miller; and seconded by Frank Raffone. **The motion passed 5-0.**

Michelle Miller

Michelle Miller (Jun 24, 2025 19:12 EDT)

Michelle Miller, Board Secretary

06/24/2025

Date

2025.06.09 Monthly Meeting Minutes

Final Audit Report

2025-06-24

Created:	2025-06-19
By:	Ancora Management (info@ancorafoundation.net)
Status:	Signed
Transaction ID:	CBJCHBCAABAAatEr92mNPuhWNIEu3nS7wnpQixfx3sT1

"2025.06.09 Monthly Meeting Minutes" History

-  Document created by Ancora Management (info@ancorafoundation.net)
2025-06-19 - 6:37:32 PM GMT
-  Document emailed to michelle.miller@thetcca.net for signature
2025-06-19 - 6:37:37 PM GMT
-  Email viewed by michelle.miller@thetcca.net
2025-06-24 - 11:11:55 PM GMT
-  Signer michelle.miller@thetcca.net entered name at signing as Michelle Miller
2025-06-24 - 11:12:21 PM GMT
-  Document e-signed by Michelle Miller (michelle.miller@thetcca.net)
Signature Date: 2025-06-24 - 11:12:23 PM GMT - Time Source: server
-  Agreement completed.
2025-06-24 - 11:12:23 PM GMT