



**Treasure Coast Classical Academy (TCCA)**

Minutes for Regular Monthly Meeting of the Board of Directors

August 20, 2025, at 5:00 p.m.

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

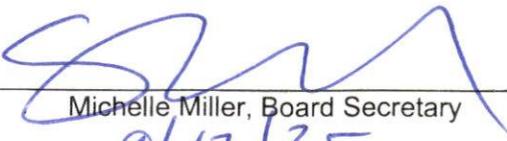
	Name	Office	Present in Person	Present via zoom	Absent	Late Arrival	Early Departure	Excused Absence
1	Dr. Frank Raffone	Board Chairman	♦					
2	Mr. Brandon Forgione	Vice-Chair & Treasurer	♦					
3	Ms. Michelle Miller	Secretary & Parent Representative	♦					
4								
5								

School Personnel in Attendance:	Ancora Personnel in Attendance via Zoom:	Guests in Attendance:	
Kirsten Pendleton	Amy Miller	Seven (7) outside participants via zoom	
Bill Tennant	Susan Legutko		
Mark Greene			
Scott King			

*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 Chairman, Dr. Frank Raffone, at 5:01 p.m.  
  
**Attendance:** Michelle Miller took attendance. Dr. 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 August 20, 2025 Board Meeting:** Motion to Adopt the Agenda for August 20, 2025 Board Meeting was made by Michelle Miller; seconded by Brandon Forgione. **The motion passed 3-0.**
- IV. **Adoption of the Minutes.** The motion to approve the meeting minutes as listed below was made by Michelle Miller; seconded by Brandon Forgione. **The motion passed 3-0.**
  - A. 2025.07.17 Monthly Board Meeting Minutes
  - B. 2025.08.20 Workshop Meeting Minutes
- V. **Consent Agenda:** The motion to approve Consent Agenda items A, B, C, D, E, and F as listed below was made by Michelle Miller; seconded by Brandon Forgione. **The motion passed 3-0.**
  - A. Board of Directors Resignation of Parent Representative, William David Snyder, effective July 17, 2025.
  - B. Appointment of Bill Tennant as TCCA Public Records Custodian.
  - C. UMB Bank, N.A. Incumbency Certification for Authorized Signer Designation of Chairperson, Dr. Frank Raffone and Head of School, Kirsten Pendleton.
  - D. Adoption of Financial Controls and Procurement Policy.
  - E. Modification of existing Food Service Provider agreement granting the Head of School or designee to terminate and to renegotiate the Food Service Provider contract while the National School Lunch Program issues are addressed.
  - F. Adoption of revised budget for 2025/2026, capital budget for 2025/2026, and PTC 2025/2026 budget. Note: PTC 2025/2026 budget conditionally approved for two new events, if full budget sponsorship funds are received before entering into any contracts, rentals or incurring expenditures for those events.

- VI. **Head of School Reports:** - NO ACTION REQUIRED: FYI ONLY
  - A. Enrollment Report
  - B. Academic Goals for 2025/2026
- VII. **Ancora Reports:** NO ACTION REQUIRED: FYI ONLY
  - A. Monthly Financial Reports
  - B. Ancora Updates
- VIII. **Old Business:** NONE
- IX. **New Business:**
  - A. 2024/2025 Head of School Annual Evaluation – NO ACTION REQUIRED: FYI ONLY
- X. **Board Member Comments**
- XI. **Upcoming Meetings**
  - Monthly Governing Board Meeting
  - September 17, 2025, 5:00 p.m. – 7:00 p.m.
  - Location: 1400 SE Cove Road, Stuart, Florida 34997 and via zoom
- XII. **Adjournment.** The motion to adjourn the meeting at 5:25 p.m. was made by Michelle Miller; seconded by Brandon Forgione. **The motion passed 3-0.**

  
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Michelle Miller, Board Secretary  
9/17/25  
\_\_\_\_\_  
Date