



Treasure Coast Classical Academy (TCCA)

Minutes for the Meeting of the Board of Directors

November 19, 2025 at 5:00 pm

Location: 1400 SE Cove Road, Stuart, FL 34997

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

School Personnel In Attendance:	SFS Personnel in Attendance:	Guests in Attendance:	
Kirsten Pendleton (via zoom)	Desirae Kennemur	Tara Zettler (via Zoom)	
Bill Tennant		Makayla Ciaramitara	
Mark Greene		Alicia Cunningham	
Scott King (via zoom)			
Caitlin Parks (via zoom)			

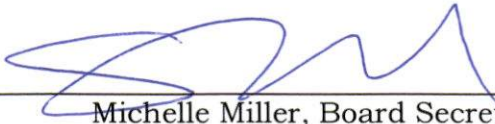
The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.

- I. **Call to Order:** Meeting called to order by **Chairperson, Dr. Raffone, at 4:59 pm.**

Attendance: Michelle Miller took attendance. Frank Raffone, Michelle Miller, and Brandon Forgione (present via zoom) were all present.

Pledge of Allegiance, Prayer, and Reading of the Mission Statement were led by Mark Greene.
- II. **Public Comments: none**
- III. **Adoption of the Agenda for November 19, 2025 Board Meeting:** Motion to Adopt the agenda for November 19, 2025 Board Meeting was made by Michelle Miller; seconded by Brandon Forgione. **The motion passed 3-0.**
- IV. **Approval 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. 2025.10.22 Monthly Board Meeting Minutes
 - B. 2025.11.07 Special Board Meeting Minutes
- V. **Consent Agenda:** The motion to approve Consent Agenda item A and B, as listed below was made by Michelle Miller; seconded by Brandon Forgione. **The motion passed 3-0.**
 - A. Request to Make April 6, 2026 a Non-School Day
 - B. Executive Assistant Pay Increase
- VI. **Head of School Reports: NO ACTION REQUIRED FYI ONLY**
 - A. Enrollment Report
 - B. Discipline / Referral Report
 - C. Professional Development Update
 - D. Lunch Audit Update

- VII. **SFS Report** NO ACTION REQUIRED FYI ONLY
A. October Financial Report
- VIII. **Operations Report** NO ACTION REQUIRED FYI ONLY
- IX. **PTC Report:** NO ACTION REQUIRED FYI ONLY
- X. **New Business:**
A. 401K Selection Due Diligence. Motion to appoint the Head of School, the Director of Finance & Legal, and the Board Treasurer as the Ad Hoc 401(k) Plan Reviewers, with delegated authority. Motion made by Dr. Raffone, seconded by Michelle Miller. **Motion passed 3-0.**
- XI. **Board Member Comments:** None
- XII. **Upcoming Meetings**
Monthly Governing Board Meeting
January 21, 2026, 5:00pm
Location: 1400 SE Cove Rd., Stuart, FL 34997
- XIII. **Adjournment** ^{mv} ~~pm~~. The motion to adjourn at **5:41p.m.** was made by Michelle Miller and seconded by Brandon Forgione. **The motion passed 3-0.**



Michelle Miller, Board Secretary

Jun 21 2026

Date