

**Minutes of the Board of Directors  
One Room School House Project, Inc.**

Meeting Date: 5-1-18  
Time: 11:00 AM  
Location: 3930 NE 15<sup>th</sup> Street  
Gainesville, FL 32609

Call to Order: Mr. Terzian called the meeting to order at 11:00 AM.  
Roll Call was taken.

Members Present: Michele Borst  
Sevan Terzian  
Arthur Newman  
Michael Patrick  
Steven Borst

In Attendance:	Neil Drake	Board Representative Principal Designee Parent Representative ORSH
	Diane Drake	Business Director Parent Representative ORMS
	Sarah Sonberg	Principal

*This meeting was conducted in accordance with Florida Statutes which require:*

- two public meetings per school year in the school district
- meetings noticed, open, and accessible to the public
- attendees provided opportunity to receive information and provide input  
physical presence of parent representative and principal or designee

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**AGENDA**

- **Treasurers Report:** The Business Director presented the board with the most recent financial reports and the planning budgets for 2018-19.
  
- **Consultant Report:** Mr. Drake reported on new hiring. The School has hired a few new teachers to replace those that will be relocating. Ms. Sonberg will continue to supervise all Title One teachers.

Results for FSA testing will not be available until after school is out.

Mr. Drake reported that the school is ready to expand to 6<sup>th</sup> grade next year and that most financial planning and arrangements have been completed regarding the closing of the Middle School
  
- **Principal Report:** Ms. Sonberg reported on testing, student achievement and organizational planning for the 18-19 school year. At this point, it appears that the school will be full well before the first day of classes.

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ACTION ITEMS

**1. Adopt Minutes:**

Motion: Adopt the minutes from the Meeting of 3-23-18 as they have been recorded. (Newman)

Second: Terzian

Vote:       Yea -     5  
              No  -     0

Motion Carries

**2. Final Budget Amendments:**

Motion: The board will adopt the Statement of Revenues, Expenditures and Changes in Fund Balances for Governmental Funds for the year ending June 30, 2018 as a final budget amendment for both schools in the same manner as it did in the last fiscal year. (Newman)

Second: Terzian

Vote:       Yea -     5  
              No  -     0

Motion Carries

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**3. Planning Budgets for 2018-19 School Year:**

Motion: The board will adopt the Planning Budgets for the 2018-19 School Year as presented by Mr. Drake. The Board will amend these budgets at its first meeting in the new school year. (Terzian)

Second: Newman

Vote:       Yea -     5  
              No  -     0

Motion Carries

**4. Reconstitute Board (Annual Meeting):**

Motion: The Board will reconstitute it's officers in the following arrangement for the 2018-19 school year:

(1) *For President:* Sevan Terzian     (Newman)

Second: M. Borst

Vote:       Yea -     4  
              No  -     0  
              Terzian - abstain

Motion Carries

(2) *For Vice President:* Michael Patrick     (Newman)

Second: Terzian

Vote:       Yea -     4  
              No  -     0  
              Patrick - abstain

Motion Carries

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(3) *For Treasurer:* Arthur Newman (M. Borst)

Second: Terzian

Vote: Yea - 4  
No - 0  
Newman - abstain

Motion Carries

(4) *For Secretary:* Michele Borst (Newman)

Second: Terzian

Vote: Yea - 4  
No - 0  
M. Borst - abstain

Motion Carries

(5) *For Executive Board:* Sevan Terzian. (Patrick)

Second: Newman

Vote: Yea - 4  
No - 0  
Terzian - abstain

Motion Carries

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(6) *For Executive Board:* Arthur Newman. (Patrick)

Second: Terzian  
Vote: Yea - 4  
No - 0  
Newman – abstain

Motion Carries

**5. Employment Contracts for 2018-19:** Dr. Newman and Mr. Drake reviewed contracts for the next school year.

Motion: Dr. Newman and Mr. Drake have developed and Dr. Newman will sign employment contracts for the next school year, which include a non-compete provision and reflect the school's teacher pay scales. All future employment contracts to be reviewed and approved by the Treasurer. (Terzian)

Second: Patrick

Vote: Yea - 5  
No - 0

Motion Carries

**6. Appoint Parent Representative for School:**

Motion: The board representative, Neil Drake, shall represent the board to all parents at the school. The school principal will post a notice at the school and on the website and issue letters to parents immediately upon the resumption of classes. (Terzian)

Second: Newman

Vote: Yea - 5  
No - 0

Motion Carries

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**7. Vice-Principals:** Mr. Drake has recommended that certain members of the administrative staff serve as Vice-Principals of the school in order that there be continuous and sufficient coverage for administrative responsibilities when the principal is off campus.

Motion: The Board appoints Shaunteal Christian, Crystal Seabolt, Jeanne Minsavage, Diane Drake, and Paige Rozier as Vice-Principals of The One Room School House for the 2018-19 school year. (Terzian)

Second: M. Borst

Vote:       Yea -     5  
              No  -     0

Motion Carries

**8. Vendor Contracts for 2017-18:** The Board needs to approve contracts for new and existing vendors for the school in 2018-19.

Motion: The Board will contract with all current vendors when their contracts come due. The Board Representative, the Principal and the Business Director will consider future necessary vending contracts as needed. The Treasurer will review and approve contracts as needed. The Business Director is authorized to sign renewed contracts. (Terzian)

Second: Newman

Vote:       Yea -     5  
              No  -     0

Motion Carries

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**9. Revisions to School Calendar for 2018-19:** The Board discussed any changes needed to the school calendar

**Motion:** The Board authorizes any future changes to the 2018-2019 school calendar made by the Principal and the Representative of the Board of Directors as they are needed due to changing circumstances. (Terzian)

**Second:** Newman

**Vote:**        Yea -     5  
                  No  -     0

Motion Carries

**10. VPK Director for 2018-19:** Mr. Drake recommends that Sarah Sonberg be approved as Director of the VPK program. He pointed out that Sarah has passed all requirements for her Directors Credentials this past Spring.

**Motion:** The Board appoints Sarah Sonberg as Director of The One Room School House VPK program for the 2018-19 school year. (Terzian)

**Second:** Newman

**Vote:**        Yea -     5  
                  No  -     0

Motion Carries



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**11. Approve Recurring Expenditures for 2018-19:** The revised list of approved recurring expenditures was presented to the Board.

Motion: The Board accepts the revisions to the list of approved recurring expenditures. (Terzian)

Second: Newman

Vote: Yea - 5  
No - 0

Motion Carries

**12. Approve Needed Policies:** The new education legislation will require updates to policies on July 1<sup>st</sup>, 2017.

Motion: The Board accepts any necessary revisions to policy implemented by The Board Representative and will review and approve these policies at the next board meeting. Additionally, the Board authorizes the Board Representative and the Principal to make any appropriate changes to the school's grading, retention, and promotion policies that they deem necessary. (Terzian)

Second: Newman

Vote: Yea - 5  
No - 0

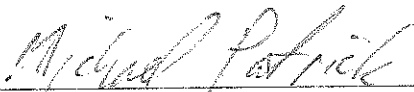
Motion Carries

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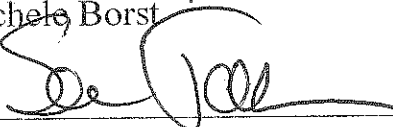
MEMBERS CONCERNS


- **Next Meeting:** Mr. Terzian requested that the board meet in August, 2017 at the school.

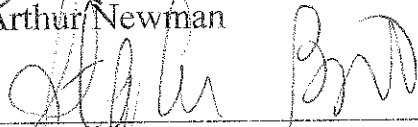
These minutes were faithfully recorded by Michelle Borst, Secretary.  
We agree that these minutes honestly and faithfully represent the business of the Board of Directors at their meeting on 5/1/18.

  
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Michael Patrick

  
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Michele Borst

  
\_\_\_\_\_  
Sevan Terzian

  
\_\_\_\_\_  
Arthur Newman

  
\_\_\_\_\_  
Steven Borst