

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

Meeting Date: 9-27-19

Location: 4180 NE 15<sup>th</sup> Street  
Gainesville, FL 32609

Call to Order: Dr. Terzian called the meeting to order at 4:00 PM. Roll Call was taken.

Members Present: Arthur Newman Board Treasurer  
Michele Borst Board Secretary  
Sevan Terzian Board President  
Steve Borst Board Member  
Michael Patrick Board Vice President

In Attendance: Neil Drake Board Representative  
Principal Designee  
Parent Representative ORSH  
  
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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*CONSULTANT REPORT:*

Mr. Drake reported that pre-planning and the school start up went well. The school has 202 students in grades K through 6. There are 30 students in the VPK program.

The school remains in excellent financial condition. There are still substantial reserve funds in the School's account. The Little School building and the storage shed are in need of new roofs. The Business manager is collecting bids on these items as well as bids for HVAC replacements. The board should consider paying for these high cost items from the reserve funds.

All teachers are highly qualified, certified, and experienced.

The Accelerated Math program was has worked well and is being continued into this year.

Dr. Terzian will be out of the country on sabbatical through the month of March, He has requested that another board member assume his responsibilities for that period. Mr. Drake reported that the bylaws say that, in the absence of the President, the Vice President, Michael Patrick, shall perform the duties of the President.

*FINANCIAL REPORT*

The Treasurer presented the board with the current financial statements and a revised budget based on current enrollment and FTE funding.

*PRINCIPAL REPORT*

Ms. Sonberg reported that all aspects of operations at the school started off smoothly and are running well. She reported that our school qualifies for the Best and Brightest awards because we were one of the schools that had sufficient gains in achievement this past year. She explained to the board her work on the various new requirements for school safety in State Law.



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ACTION ITEMS

**1. Adopt Minutes:**

Motion: Adopt the minutes from the Executive Board Meeting of 7-13-19 as they have been recorded. (Terzian)

Second: Newman  
Vote: Yea - 5  
No - 0

Motion Carries

**2. Budget for 2019-20:** The Board reviewed the budget Amendment presented by Mr. Drake and Dr. Newman that was based on current enrollment, expected expenditures and current personnel and vendor contracts.

Motion: The Board of Directors approves the Budget Amendment for the school as presented. (Terzian)

Second: Newman  
Vote: Yea - 5  
No - 0

Motion Carries

**3. Approve Changes to School Calendar:** The Board discussed the changes to the school calendar presented by Mr. Drake and Ms. Sonberg.

Motion: The Board of Directors adopts the amended calendar as presented. (Terzian)

Second: Newman  
Vote: Yea - 5  
No - 0

Motion Carries



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**4. Holiday Bonuses:** The Board discussed holiday bonuses for employees.

**Motion:** The board authorizes the payment of Holiday Bonuses to all employees. The amount shall be determined by the Board Representative in consultation with the Business Director and the Principal. Full time employees shall receive a full bonus amount up to \$1,000.00, part time employees shall receive a percentage of the full amount up to 50% . Bonuses shall be distributed in November. (Newman)

**Second:** Terzian

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

Motion Carries

**5. Approval of School Safety (FSSAT) Plan:** The Board discussed the details of the School Safety Plan (FSSAT) presented by Mr. Drake and Ms. Sonberg.

**Motion:** The Board of Directors adopts the findings and recommendations in the School Safety PLAN (FSSAT) as presented and authorizes the administration to proceed to implement the plan. (Terzian)

**Second:** Newman

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

Motion Carries

**6. Approval of Active Shooter/Assailant Emergency Response Policy:**  
The Board discussed the details of the Active Shooter/Assailant Emergency Response Policy presented by Mr. Drake and Ms. Sonberg.

**Motion:** The Board of Directors adopts the Active Shooter/Assailant Emergency Response Policy as presented. (Terzian)

**Second:** Newman

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

Motion Carries





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**7. Approve of Title One Budget:** The Board discussed the changes to the Title One budget presented by Mr. Drake and Ms. Sonberg.

Motion: The Board of Directors adopts the Title One budget as presented.  
(Terzian)

Second: Newman

Vote: Yea - 5  
No - 0

Motion Carries

**8. Florida School Recognition Program Funds:**

Motion: Pending agreement by the faculty, the Board of Directors designates that any awards funding for the 18-19 testing be used for nonrecurring expenditures for educational equipment or materials to assist in maintaining and improving student performance. (Newman)

Second: S. Borst

Vote: Yea - 5  
No - 0

Motion Carries

**9. Approve of Facility Maintenance Expenditures:** The Board discussed the bids and proposals presented by the Business Manager.

Motion: The Board of Directors authorized the Business Manager to accept the bid from Crystal Air and Water to replace the HVAC equipment in the Big School. Any costs for facility improvement or major maintenance can be taken from the reserve funding. (Terzian)

Second: Newman

Vote: Yea - 5  
No - 0

Motion Carries

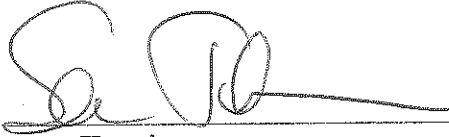


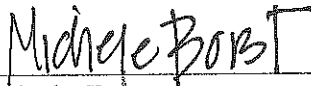
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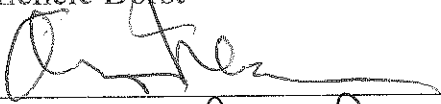
MEMBERS CONCERNS

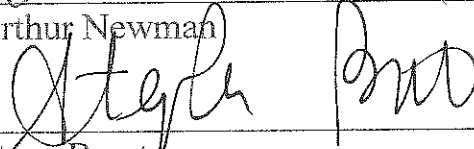
- **Next Meeting:** Dr. Terzian requested that the board meet in December.

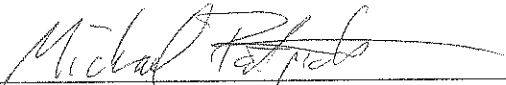
These minutes were faithfully recorded for Michelle Borst, Secretary.  
We agree that these minutes honestly and faithfully represent the business of the Board of Directors at their meeting on 9-27-19.

  
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Sevan Terzian

  
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Michele Borst

  
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Arthur Newman

  
\_\_\_\_\_  
Steve Borst

  
\_\_\_\_\_  
Michael Patrick

