

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

Meeting Date: 6-3-20
Time: 9:00 AM
Location: 4180 NE 15th Street
Gainesville, FL 32609

Call to Order: Mr. Terzian called the meeting to order at 9:00 AM. Roll Call was taken.

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

In Attendance:	Neil Drake	Board Representative 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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AGENDA

- **Treasurers Report:** The Business Director presented the board with the most recent financial reports and the planning budgets for 2020-21.
- **Consultant Report:** Mr. Drake reported on new hiring. The School has hired one new teacher for 1st grade and is seeking a kindergarten teacher. Ms. Sonberg will continue to supervise all Title One teachers. There was no FSA testing this year due to the virus. Mr. Drake reported the results of an employee survey regarding school operations in 2020-21.
- **Principal Report:** Ms. Sonberg reported on student achievement and organizational planning for the 20-21 school year. At this point, it appears that the school will be full.

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ACTION ITEMS

1. Adopt Minutes:

Motion: Adopt the minutes from the Meeting of 1-6-20 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, 2020 as a final budget amendment for the school in the same manner as it has in past years. (Newman)

Second: Terzian

Vote: Yea - 5
 No - 0

Motion Carries

3. Planning Budgets for 2020-21 School Year:

Motion: The board will adopt the Planning Budgets for the 2020-21 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

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4. Reconstitute Board (Annual Meeting):

Motion: The Board will reconstitute it's officers in the following arrangement for the 2020-21 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

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

Second: Terzian

Vote: Yea - 4
No - 0
Newman - abstain

Motion Carries

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(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

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

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

Motion Carries

5. Employment Contracts for 2020-21: Dr. Newman and the Board Representative reviewed contracts for the next school year.

Motion: Dr. Newman, the Board Representative, and the Business Manager have developed and the Board Representative 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 for 2020-21 to be reviewed and approved by the Board Representative. (Terzian)

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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

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, and Paige Rozier as Vice-Principals of The One Room School House for the 2020-21 school year. (Terzian)

Second: M. Borst

Vote: Yea - 5
 No - 0

Motion Carries

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8. Vendor Contracts for 2020-21: The Board needs to approve contracts for new and existing vendors for the school in 2020-21.

Motion: Dr. Newman, the Board Representative, and the Business Manager have reviewed and the Board Representative will sign existing vendor contracts for the next school year. All additional vendor contracts will be reviewed and approved by the Board Representative or the Treasurer. (Terzian)

Second: Newman

Vote: Yea - 5
No - 0

Motion Carries

9. Revisions to School Calendar for 2020-21: The Board discussed any changes needed to the school calendar.

Motion: The Board authorizes any future changes to the 2020-2021 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 and Expansion 2020-21: Mr. Drake recommends that Sarah Sonberg and Jamie Reyes be approved as Co-directors of the VPK program. He also recommended that the program be extended to four classes if the demand is there.

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Motion: The Board appoints Sarah Sonberg and Jamie Reyes as Co-Directors of The One Room School House VPK program for the 2020-21 school year. The board approves the addition of a fourth class if demand is available. (Terzian)

Second: Newman

Vote: Yea - 5
 No - 0

Motion Carries

11. Approve Recurring Expenditures for 2020-21: 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 Emergency Policy and Procedure Development and Implementation: Due to the rapidly evolving nature of educational and public safety protocols and guidance issued by the State of Florida, the Federal Government, and Local Officials the board determined the following measures are currently necessary:

Motion: The Board accepts any necessary revisions to policy and operational procedures implemented by The Board Representative and the Principal in response to laws, rules and guidance issued by government agencies. The Board will review these policies subsequent to their implementation. (Terzian)

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Second: Newman

Vote: Yea - 5
 No - 0

13. Development of Pay Scale according to HB 641: The board reviewed the legislation regarding minimum pay for teachers.

Motion: The Board appoints the Treasurer and the Board Representative to develop a teacher payroll scale that is in compliance with evolving legislation and guidance from the State Board of Education. The scale will be in effect for the 2020-21 school year in its developmental stage until finalized by the board. Terzian)

Second: Newman

Vote: Yea - 5
 No - 0

Motion Carries

14. Threat Assessment Policy and plan: The board reviewed the Threat Assessment policy.

Motion: The Board approves the Threat Assessment policy as presented by the Principal. Terzian)

Second: Newman

Vote: Yea - 5
 No - 0

Motion Carries

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15. Parent Involvement Plan and Parent Compact: The board reviewed the Parent Involvement Plan and Parent Compact.

Motion: The Board approves the Parent Involvement Plan and Parent Compact as presented by the Principal. Terzian)

Second: Newman

Vote: Yea - 5
No - 0

Motion Carries

16. Registration and Enrollment Policies: The board reviewed the Registration and Enrollment Policies presented in light of new school safety concerns.

Motion: The Board approves the Registration and Enrollment Policies as presented by the Principal and Board Representative. Terzian)

Second: Newman

Vote: Yea - 5
No - 0

Motion Carries

17. Guardian Training: The Principal reported that school guardian training is about to resume.

Motion: The Board approves the expenditure of necessary funds to train and implement two additional school guardians. Terzian)

Second: Newman

Vote: Yea - 5
No - 0

Motion Carries

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18. Authorization for use of Reserve Funding:

Motion: The board authorizes the Board Representative and the Principal to determine needed curriculum, materials, and equipment for the next school year and to make purchases as soon as possible. The Board authorizes the use of reserve funding for payment of the school's performance stipends. The Board authorizes up to \$80,000.00 of reserve funds for these purchases. (Newman)

Second: Newman

Vote: Yea - 5
 No - 0

Motion Carries

19. PPP Loan: An SBA loan/grant was obtained for the school by the Board Representative.

Motion: The Board instructs the Board Representative to ascertain and implement financial actions and reports aimed at forgiveness of the SBA loan principal and interest. Any loan funds forgiven will be considered grant funding for future use. (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, 2020 at the school.


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 6/3/2020.




Michael Patrick



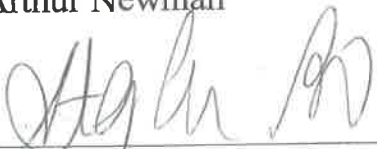
Michele Borst



Sevan Terzian



Arthur Newman



Steven Borst