

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

Meeting Date: 10-5-20  
Time: 9:30 am  
Location: ZOOM Invitation:  
<https://us02web.zoom.us/j/6698723911?pwd=eTk5eXdsWkJONVZCbHNEQzRhWWZaUT09>  
Meeting ID: 669 872 3911      Passcode: 968385

Call to Order: Dr. Terzian called the meeting to order at 9:30 AM.  
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 162 students in grades K through 6. Classes are divided into brick and mortar and synchronous virtual groups. Approximately 60% of students are currently in brick and mortar enrollment. 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. All teachers are highly qualified, certified, and experienced.

### *FINANCIAL REPORT*

The Treasurer presented the board with the current financial statements and a revised budget based on current enrollment and FTE funding as well as the 2019-20 financial audit which had no adverse findings.

### *PRINCIPAL REPORT*

Ms. Sonberg reported that all aspects of operations at the school started off smoothly and are running well. While the school had two covid cases among the staff, due to careful planning and strict adherence to safety measures, there was no spread among the school.

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ACTION ITEMS

**1. Adopt Minutes:**

Motion: Adopt the minutes from the Executive Board Meeting of 9-26-20 as they have been recorded. (Terzian)

Second: Newman  
Vote: Yea - 5  
No - 0

Motion Carries

**2. Budget for 2020-21:** 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 Modifications:** 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 amended Title One budget presented by Ms. Sonberg.

Motion: The Board of Directors adopts the amended 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 19-20 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 HVAC equipment. 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 10-5-20.



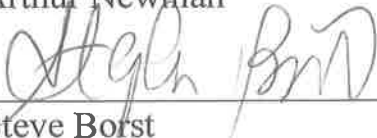
Seyan Terzian



Michele Borst



Arthur Newman



Steve Borst



Michael Patrick