

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

ANNUAL MEETING

Meeting Date: 3-21-23
Time: 1:00 PM
Location: 3930 NE 15th Street
Gainesville, FL 32609

Call to Order: Mr. Terzian called the meeting to order at 12:30 PM. Roll Call was taken.

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

In Attendance: Neil Drake Board Representative
Principal Designee
Parent Representative ORSH
Sarah Mobley Principal
Robin Casey Business Manager

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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PUBLIC COMMENT

No members of the public, present at the meeting, chose to make a comment to the Board.

Treasurers Report: The Business manager reviewed the most recent financial reports with the Board.

Consultant Report: Mr. Drake discussed budget considerations, appointments for the next school year, next year's calendar, policy considerations and recommendations, recent legislative initiatives including student growth, lending library, pay scale revisions, school grades, and strategies for investing reserve funding.

ACTION ITEMS

1. Adopt Minutes:

Motion: Adopt the minutes from the Board Meeting of 12-15-22 as they have been recorded. (Newman)

Second: S. Borst

Vote: Yea - 5
 No - 0

Motion Carries

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2. Appoint Principal for 2023-24:

Motion: Sarah Mobley is appointed principal of the school for the 2023-24 school year. The Treasurer or the Board Representative is authorized to negotiate and sign a contract for principal for the 2023-24 school year.
(Newman)

Second: S. Borst

Vote: Yea - 5
 No - 0

Motion Carries

3. 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, 2023 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

4. Planning Budgets for 2023-24 School Year:

Motion: The board will adopt the Planning Budgets for the 2023-24 School Year as presented by the board representative and the business manager. 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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5. Appoint Business Manager for 2023-24:

Motion: Robin Casey is appointed Business Manager and Public Records Custodian of the school for the 2023-24 school year. The Treasurer or the Board Representative is authorized to negotiate and sign a contract for Business Manager for the 2023-24 school year. (Newman)

Second: S. Borst

Vote: Yea - 5
No - 0

Motion Carries

6. Reconstitute Board (Annual Meeting):

Motion: The Board will reconstitute it's members and officers in the following arrangement for the 2023-24 school year:

(1) For President: Sevan Terzian (Newman)

Second: Michael Patrick

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 (Michael Patrick)

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 Board Member: Stephen Borst* (Newman)

Second: Terzian
Vote: Yea - 4
No - 0 S. Borst – abstain

Motion Carries

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

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

Motion Carries

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

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

Motion Carries

(8) *For Executive Board (Alternate): Michele Borst.* (Patrick)

Second: Terzian
Vote: Yea - 4
No - 0 M. Borst – abstain

Motion Carries

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7. Employment Contracts for 2023-24: Dr. Newman and the Business Manager discussed contracts for the next school year.

Motion: The Board Representative and the Business Manager will develop and the Business Manager will sign employment contracts for the next school year, which include a non-compete provision that reflects the school's teacher pay scales. All future employment contracts for 2023-24 shall be reviewed and approved by the Board Representative and signed by the Business Manager. (Terzian)

Second: Newman

Vote: Yea - 5
 No - 0

Motion Carries

8. Appoint Parent Representative for School:

Motion: For the 2023-24 school year, the Board Representative, Neil Drake, shall represent the board to all parents at the school. The school principal will post a notice to this effect at the school and on the website and issue letters to parents immediately upon the resumption of classes in August. (Terzian)

Second: Patrick

Vote: Yea - 5
 No - 0

Motion Carries

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9. Appoint Vice-Principals: The Principal has recommended members of the administrative staff to 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 Jeanne Minsavage, Robin Casey and Daryl Mosley as Vice-Principals of The One Room School House for the 2023-24 school year. (Terzian)

Second: M. Borst

Vote: Yea - 5
 No - 0

Motion Carries

10. Vendor Contracts for 2023-24: The Board discussed approval of contracts for new and existing vendors for the school in the 2023-24 school year.

Motion: Dr. Newman and the Business Manager have reviewed and the Business Manager or treasurer will sign any renewing vendor contracts for the next school year. New additional vendor contracts will be reviewed and approved by the Business Manager or the Treasurer and signed by the Business Manager or the Treasurer. (Terzian)

Second: Newman

Vote: Yea - 5
 No - 0

Motion Carries

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11. Revisions to School Calendar for 2023-24: The Board discussed any changes needed to the school calendar.

Motion: The Board approved the revised 2023-24 school calendar as submitted by the principal. The Board authorizes any future changes to the 2023-2023 school calendar to be 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

12. VPK Director 2023-24: Mr. Drake recommends that Sarah Sonberg and Jamie Reyes be approved as Co-directors of the VPK and Pre-VPK programs

Motion: The Board appoints Sarah Sonberg and Jamie Reyes as Co-Directors of The One Room School House VPK and Pre-VPK programs for the 2023-24 school year. (Terzian)

Second: Patrick

Vote: Yea - 5
 No - 0

Motion Carries

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13. Approve Recurring Expenditures for 2023-24: 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

14. Adopt Revisions to Policy Manual: The Board reviewed the new policies submitted by The Board Representative and the principal. Mr. Drake suggested an updated manual be approved and published for the new school year.

Motion: The Board adopts the revisions to the policy manual as presented by the Board Representative and the Principal. All newly adopted policies will go into effect on July 1, 2023. The Board authorizes Mr. Drake to reorganize the policy manual and publish all existing and new policies as soon as possible. (Terzian)

Second: Patrick

Vote: Yea - 5
No - 0

Motion Carries

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15. 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 continue to be 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. The Executive Board will approve any necessary Policy provisions when timeliness or other circumstances prevent the full Board from meeting. The full Board will review all Policy changes. (Terzian)

Second: Newman

Vote: Yea - 5
No - 0

Motion Carries.

16. Revise Teacher Pay Scale according to HB 641: The board discussed the legislation regarding minimum pay for teachers.

Motion: The Board appoints the Treasurer, the Board Representative, and the Business Manager to make any revisions to the existing teacher payroll scale to maintain compliance with evolving legislation and guidance from the State Board of Education as well as any budgetary changes from the legislature. Scale will be in effect for the 2023-24 school year. (Terzian)

Second: Newman

Vote: Yea - 5
No - 0

Motion Carries

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17. Appoint Teachers and Staff for 2023-24:

Motion: The Board authorizes the Board Representative and the Principal to review all teacher and staff evaluations, interview new potential employees and nominate all hires for the 2023-24 school year. (Newman)

Second: S. Borst

Vote: Yea - 5
 No - 0

Motion Carries

18. School Size and Organization for 2023-24:

Motion: The Board authorizes the Board Representative, the Principal and the Business Manager to organize classes and schedules based on Florida and federal law, rules, and policies, as well as student enrollment, budget considerations, personnel availability, campus size and educational needs of students. (Newman)

Second: S. Borst

Vote: Yea - 5
 No - 0

Motion Carries

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19. Authorization for purchasing curriculum and equipment for 2023-24 school year:

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 up to \$50,000.00 of reserve funds for these purchases. (Newman)

Second: S. Borst

Vote: Yea - 5
 No - 0

Motion Carries

20. Approval of Parent Involvement Plan and Parent Compact for 2023-24 school year:

Motion: The board approves the Parent Involvement Plan and Parent Compact for the 2023-24 school year as presented by the Principal. (Newman)

Second: S. Borst

Vote: Yea - 5
 No - 0

Motion Carries

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21. Authorization of Performance Stipends:

Motion: The board authorizes the Board Representative and the Principal to determine which teachers, based on student performance on standardized testing in the 2021-22 school year, shall receive stipends for teacher training and curriculum leadership positions in the 2023-24 school year. The total amount of these stipends shall not exceed \$12,000. Reserve funds may be used to cover the cost of these stipends. (Newman)

Second: S. Borst

Vote: Yea - 5
 No - 0

Motion Carries

22. Authorization of Summer Stipends:

Motion: The board authorizes the Board Representative and the Principal to determine which teachers and staff shall receive stipends for teaching and other tasks during the Summer camp and Summer School sessions. The total amount of these stipends shall not exceed \$30,000. Reserve funds may be used to cover the cost of these stipends. (Newman)

Second: S. Borst

Vote: Yea - 5
 No - 0

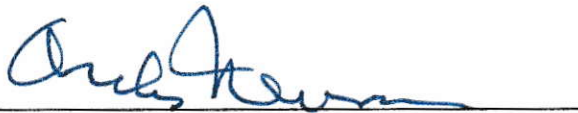
Motion Carries

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MEMBERS CONCERNS

Next Meeting: Mr. Patrick requested that the board meet in May or early June for its Annual Meeting.

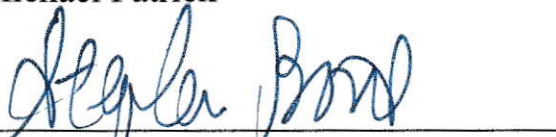
These minutes were faithfully recorded for Michelle Borst, Secretary.
We agree that these minutes honestly and faithfully represent the business of the Board of Directors at their meeting on 3-21-23.



Arthur Newman



Michael Patrick



Stephen Borst



Michele Borst



Sevan Terzian