

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

**ANNUAL MEETING**

Meeting Date: 3-26-24  
Time: 3:30 PM  
Location: 4180 NE 15<sup>th</sup> Street  
Gainesville, FL 32609

Call to Order: Mr. Terzian called the meeting to order at 3:30 PM. Roll Call was taken.

Members Present: Sevan Terzian  
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

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

**Public Comment:** Ginger Stanford, Charter School Administrator for the School Board of Alachua County was in attendance. She commented on changes that would occur next year regarding online charter school monitoring. She answered questions from board members and described a strategy for improving practice on the state testing in math.

**Principal's Report:** Ms. Mobley reported on next year's enrollment and the fact that the school would only have two kindergarten classes. She answered questions regarding state testing, the school calendar, teacher recruitment and the Summer School Program.

**Treasurer's Report:** The Business manager reviewed the most recent financial reports with the Board. She answered questions about the school's investments and expenditures on security measures, curriculum and supplies, and travel.

**Consultant Report:** Mr. Drake discussed budget considerations, appointments for the next school year, next year's calendar, policy considerations and recommendations, recent legislative initiatives that have to be implemented over the summer. He reported on plans for expanding the Summer School program with the addition of more teachers and tutors for an expanded student population.

Mr. Drake discussed plans for a board and administration retreat over the summer. He is investigating charter schools to visit that have unique art programs that may have aspects that could be used to enhance the art program at One Room. He expressed a need for the school to create a long range strategic plan that will address the future need for attracting students and teachers in a much more competitive school environment. The retreat would include board governance training, goal setting, and individual topic discussions between administrators and board members.

Mr. Drake will continue to plan the retreat with officers and school administrators.

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**CONSENT AGENDA**

**RENEWAL APPOINTMENTS**

**A     *Appoint Principal for 2024-25:***

*Motion: Sarah Mosley is appointed principal of the school for the 2024-25 school year. The Treasurer or the Board Representative is authorized to negotiate and sign a contract for principal for the 2024-25 school year.*

**B     *Appoint Business Manager for 2024-25:***

*Motion: Robin Casey is appointed Business Manager and Public Records Custodian of the school for the 2024-25 school year. The Treasurer or the Board Representative is authorized to negotiate and sign a contract for Business Manager for the 2024-25 school year.*

**C     *Appoint Parent Representative for 24-25:***

*Motion: For the 2024-25 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.*

**D     *Appoint Vice-Principals for 24-25:***

*Motion: The Board appoints Jeanne Minsavage, Robin Casey and Daryl Mosley as Vice-Principals of The One Room School House for the 2024-25 school year.*

**E     *Appoint VPK Director for 2024-25:***

*Motion: The Board appoints Sarah Mosley as Director of The One Room School House VPK and Pre-VPK programs for the 2024-25 school year*

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***F Appoint Teachers and Staff for 2024-25:***

*Motion: The Board authorizes the Board Representative, the Business Manager and the Principal to review all current teacher and staff evaluations, interview new potential employees, and nominate all hires for the 2024-25 school year.*

**RENEWAL CONTRACTS**

***G Employment Contracts for 2024-25:***

*Motion: The Board Representative and the Business Manager will develop and the Business Manager will sign employment contracts for the next school year that reflects the school's teacher pay scales. All employment contracts for 2024-25 shall be reviewed and approved by the Board Representative and signed by the Business Manager. All rehired teachers and full time staff shall receive a pay increase of 2% above their current salary unless their pay increase is greater due to change of status on the pay scale..*

***H: Vendor Contracts for 2024-25:***

*Motion: The Board Representative and the Business Manager have reviewed and the Business Manager, Board Representative 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, the Board Representative, or the Treasurer and signed by the Business Manager, the Board Representative Manager, or the Treasurer.*

**RENEWAL EXPENDITURES and BUDGETS**

***I: Approve Recurring Expenditures for 2024-25:***

*Motion: The Board accepts the revisions to the list of approved recurring expenditures.*

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**J:     *Revise Teacher Pay Scale according to HB 641:***

*Motion:     The Board appoints the Board Representative, and the Business Manager to make any necessary 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 2024-25 school year.*

**K:     *Planning Budgets for 2024-25 School Year:***

*Motion:     The board will adopt the Planning Budgets for the 2024-25 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.*

**L:     *Final Budget Amendments:***

*Motion:     The board will adopt the Statement of Revenues, Expenditures and Changes in Fund Balances for Governmental Funds for the fiscal year ending June 30, 2024 as a final budget amendment for the school in the same manner as it has in past years.*

**1.     *Motion:*     Adopt all motions in the Consent Agenda as presented. (Terzian)**

*Second:     S. Borst*

*Vote:        Yea   -    4  
              No    -    0*

*Motion Carries*

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**REGULAR AGENDA**

**2. Adopt Minutes:**

Motion: Adopt the minutes from the Board Meeting of 12-27-23 as they have been recorded. (Terzian)

Second: S. Borst

Vote: Yea - 4  
No - 0

Motion Carries

**3. Appoint New Board Members:**

Motion: The Board appoints Cheryl Valantis, Scott Davis, and Lee-Ann Laffey to the Board of Directors of The One Room School House beginning in the 2024-25 school year pending the successful completion of mandatory Charter School Board Training and finger print screening. (Terzian)

Second: S. Borst

Vote: Yea - 4  
No - 0

Motion Carries

**4. Reconstitute Board:**

Motion: The Board will reconstitute its members and officers in the following arrangement for the 2024-25 school year all members recusing themselves from votes for themselves: (Terzian)

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- (1) For President: Sevan Terzian
- (2) For Vice President: Michael Patrick
- (3) For Treasurer: Arthur Newman
- (4) For Secretary: Michele Borst
- (5) For Executive Board: Sevan Terzian.
- (6) For Executive Board: Stephen Borst.
- +  
(7) For Executive Board: Michele Borst.
- (8) For Board Member: Lee-Ann Laffey
- (9) For Board Member: Scott Davis
- (10) For Board Member: Cheryl Valantis

Second: S. Borst  
Vote: Yea - 4  
No - 0

Motion Carries

**5. Approve Emergency Policy and Procedure Development and Implementation:**

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 at the earliest opportunity 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 and approve all Policy changes. (Terzian)

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Second: S. Borst  
Vote: Yea - 4  
No - 0

Motion Carries

**6. Authorization for purchasing curriculum and equipment for 2024-25 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. (Terzian)

Second: S. Borst  
Vote: Yea - 4  
No - 0

Motion Carries

**7. 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 2023-24 school year, shall receive stipends for teacher training and curriculum leadership positions in the 2024-25 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. (Terzian)

Second: S. Borst  
Vote: Yea - 4  
No - 0

Motion Carries



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**8. 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 \$50,000. Reserve funds may be used to cover the cost of these stipends.

(Terzian)

Second: S. Borst

Vote: Yea - 4  
No - 0

Motion Carries

**9. Board Retreat Planning and Expenditures:**

Motion: The board authorizes the President, the Business manager, the Principal and the Board Representative to plan and organize a School Leaders Retreat this Summer for the purposes of creating a five year strategic plan, the resetting of goals and initiatives for the school, Board training, and the exploration of successful creative and unique charter school programs. The Board authorizes a travel budget of no more than \$9,000.00 for this retreat. (Terzian)

Second: S. Borst

Vote: Yea - 4  
No - 0

Motion Carries

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**10. School Size and Organization for 2024-25:**

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. The Board approves a reduction to two kindergarten classes for the 2024-25 school year. (Terzian)

Second: S. Borst

Vote: Yea - 4  
No - 0

Motion Carries

**11. Approval of Parent Involvement Plan and Parent Compact for 2024-25 school year:**

Motion: The board approves the Parent Involvement Plan and Parent Compact for the 2024-25 school year as presented by the Principal.

Second: S. Borst

Vote: Yea - 4  
No - 0

Motion Carries

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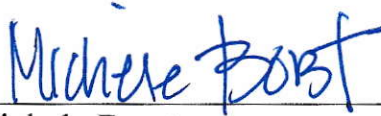
MEMBERS CONCERNS

**Next Meeting:** Dr. Terzian requested that the board meet in August. These minutes were faithfully recorded for Michele Borst, Secretary.

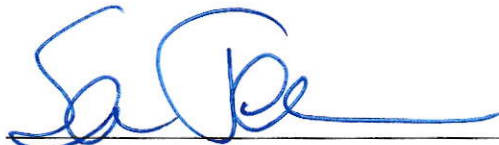
We agree that these minutes honestly and faithfully represent the business of the Board of Directors at their meeting on 3-26-24.




Stephen Borst



Michele Borst



Sevan Terzian



Michael Patrick