



**MANATEE SCHOOL OF ARTS AND SCIENCES, INC**  
3700 32<sup>ND</sup> Street West  
Bradenton, Florida 34205

**BOARD OF DIRECTORS MEETING**  
25 April 2017

**ATTENDANCE:**

**OFFICERS:**

**Randy Clark, President**  
**Mary Hurt, VP/Treasurer**  
**Jim Brand, Secretary**

**DIRECTORS:**

**Andy Gregory, Director**  
**Geena Gregory (Teacher**  
**Liaison)**

**STAFF:**

**Richard Ramsay, Principal**  
**Linda Brand, Recorder**

**OTHERS PRESENT:**

**Theresa Nunes, Board Candidate**  
**Damen Walpole, Board Candidate**  
**Kami Swanson, Parent**  
**Ryan Hauser, Parent**  
**Jamie Billick, Parent**

- 1. Meeting called to order at 3:15 PM on 25 April 2017/President Clark**
- 2. Following a motion by Mr. Brand to accept the 4 April 2017 Board Minutes as written, Ms. Hurt seconded and the motion carried unanimously.**
- 3. President Clark welcomed the two board candidates, and other parents present. Mrs. Nunes and Mr. Walpole were introduced to the parents as potential board members. Mr. Clark asked if there were any further nominations from the floor and hearing none, Mr. Hauser nominated Mrs. Nunes for the position of Parent Liaison and voting member of the Board of Directors. Voting was unanimous and Mrs. Nunes will assume the position of Parent Liaison/Director. Mr. Clark then asked for a motion to nominate Mr. Walpole as a Director. The motion was made by Ms. Hurt; seconded by Mr. Brand and carried. Mr. Clark welcomed the two new directors and both individuals joined the meeting in an official capacity.**

4. ***Ms. Hurt then presented the financial statement and reported that we were over budget by \$2,700 on the P/L Statement. All bank accounts have been reconciled and there were no capital purchases/expenditures for the month of April.***
  - a. ***A transfer in the amount of \$2,070 was made from the Extended Day Program to cover payroll.***
  - b. ***It was noted that teacher supplies were purchased through the Operating Account, not from the Fundraising Account.***
  - c. ***A motion was made by Mr. Gregory; seconded by Mr. Brand and carried, to accept and approve the Treasurer's Report as presented.***
  
5. **PRINCIPAL'S REPORT/ Mr. Ramsay**
  - a. ***Student count is: 142.***
  - b. ***Mrs. Brand and Mr. Ramsay continue to contact and meet with parents of children who have excessive attendance issues.***
  - c. ***The staff is reviewing the Parent/Student contract and the Student Code of Conduct (both are available on the MSAS website) and Mr. Ramsay recently met with Dr. Jones at MSA to find out how he deals with the excessive attendance issues at his school. Mr. Brand and Mr. Ramsay will also meet to prepare a formal letter to send parents in order to hold them accountable for their child's attendance. It was noted that this is an issue county-wide and not just at MSAS.***
  - d. ***All FSA test dates continue to be published in the Parent Memo document as well as being included on the school website.***
  - e. ***All FSA testing will be completed on 4 May; and, on 5 May there will be a school-wide field day with an ice cream party to thank the students for all their hard work.***
  - f. ***The beginning on May 5<sup>th</sup> students will take the final "iready" diagnostic test. All tests will be completed by May 19<sup>th</sup>.***
  - g. ***Some of the changes we are looking at for next year will include extending the school day to 3:00 PM – all students still remaining in school at 3:15 PM will be sent to Aftercare.***
  - h. ***Mrs. Striplin will return to her original position as ESE Specialist and we have also selected and hired a new teacher for next year.***

- i. The Extended Day Program is functioning extremely well with more students participating than anticipated during the budget preparation.*
  - j. Spring teacher observations will be completed during the week of 1 May.*
  - k. The early release day for students will be 3 May. We will be providing lunch for the staff in order to express our appreciation for their dedication and hard work, prior to continuing the day with our Professional Development Session.*
  - l. A motion was then made by Mr. Gregory, seconded by Ms. Hurt and carried, to accept the Principal's Report as presented.*
- 6. TEACHER LIAISON REPORT:** *Ms. Gregory stated that other than the normal stress of testing and preparing for the end of the year, all seems to be going very well.*
- 7. PARENT LIAISON:** *No report at this time.*
- 8. OLD BUSINESS:**
- a. As requested during the previous board meeting, Mr. Brand and Mr. Ramsay have worked together to present the board with a Parent Problem Solving Policy and a Parent Liaison job description. After a brief discussion including suggestions, Mr. Brand and Mr. Ramsay were asked to make revisions to the documents and present them during the May Board meeting. It was unanimously agreed to "table" these items until the May meeting.*
  - b. A financial summary was crafted and presented to the board comparing the 2016-17 "actuals" against the "approved budget" for 2016-17 school year. A short discussion was held by the board with no comments "pro or con."*
  - c. Mr. Ramsay presented a budget proposal for FY18 to be reviewed and approved at the May board meeting.*
  - d. Mr. Ramsay spoke with Home Depot and Lowes to solicit their help in sponsoring the school garden project for next school year. We are currently awaiting their response. Mr. Ramsay and Mr. Berdux will begin making purchases for students to help get the project started before school ends this year.*
- 9. NEW BUSINESS:**
- a. Ms. Hurt would like for, and made a suggestion that the school consider establishing a PTO for 2017-18 school year. This will be discussed at a future board meeting.*

- b. Flyers will be mailed to all school-age children in our area, while Ms. Gregory will also be visiting Pre-schools in the area and distributing bookmarks and pencils with the MSAS logo and name on them to the PreK students at these schools.*
  - c. The May meeting will be the annual meeting where the budget for the 2017-2018 school will be approved and we will hold the election of officers for the upcoming school year.*
- 10. After a brief discussion regarding items from the board meeting, Mr. Gregory made a motion; seconded by Mr. Walpole and carried to adjourn the meeting at 4:20 PM.*

*RANDY CLARK  
President*

*JIM BRAND  
Secretary*

*RICHARD RAMSAY  
Principal*

*LINDA BRAND  
Registrar/Recorder*