



MANATEE SCHOOL OF ARTS AND SCIENCES, Inc
3700 32nd Street West
Bradenton, Florida 34205

27 February 2018

MINUTES

ATTENDANCE

OFFICERS AND DIRECTORS:

Randy Clark, President
Jim Brand, Secretary
Andy Gregory, Treasurer
Theresa Nunes, Director/Parent Liaison
Damon Walpole, Director
Geena Gregory, Director (non-voting)/Teacher Liaison

STAFF:

Richard Ramsay, Principal
Linda Brand, Registrar/Recorder

1. *A regular meeting of the Board of Directors was called to order by President Clark at 3:30 PM on 27 February 2018.*
2. *A motion was made by Mr. Brand; seconded by Mrs. Nunes and carried, to approve the January board minutes with the following correction: "Mr. Ramsay indicated during the January board meeting that the meeting, which included Mr. Clark, Mr. Gregory, Mrs. Brand and himself, was a possible violation of the Sunshine Law." Mr. Tilden indicated that he will take this under consideration and provide a clear interpretation for this portion of the Law. Ms. Gregory also noted that Mr. Berdux's name had been left off the others present list.*
3. **FINANCIAL REPORT:**
 - a. *Mr. Gregory reported on the financial data provided to the board and complimented Mr. Ramsay on the information and format.*
 - b. *The question on money being transferred from fundraising to provide payment for the school's liability insurance was clarified. The money used for this payment is returned to the fundraising account from the general account by electronic transfer.*

- c. The codes for financial data were entered in error by the accountant, and Mr. Ramsay has corrected this and will do a summary to date for future meetings.*
- d. It was noted that the school is performing in good standing and well within the budget restrictions.*
- e. A motion to accept the Financial Report was made by Mrs. Nunes, seconded by Mr. Walpole and carried.*

4. PRINCIPAL'S REPORT:

- a. It was noted that Ms. Striplin successfully passed her General Knowledge Examination and is now a qualified teacher with the normal salary associated with that position.*
- b. Mr. Ramsay discussed the recommendations from the Charter Committee and commented that they have asked for more "rigor" and "discussion" in the classrooms. This will certainly be taken as a positive input from that committee.*
- c. In answer to a director's question, we are currently at a "D" grade level in the school but hopefully, we will be able to raise that standing to a "C" grade level by the end of this year.*
- d. Mrs. Nunes made a motion to accept the Principal's Report; seconded by Mr. Gregory and carried.*

5. TEACHER LIAISON REPORT: *Ms. Gregory reported that everything has calmed down, and teachers seem to be satisfied and happy with the exception of one or two issues currently being addressed.*

6. PARENT LIAISON REPORT: *Mrs. Nunes reported that there were no real issues; however, we did have the normal "one parent" complaint regarding field trips.*

7. OLD BUSINESS: *None.*

8. NEW BUSINESS:

- a. Nominations for Vice-President were opened and Mr. Brand nominated Mr. Walpole for this position, which was approved by the Board of Directors by a unanimous vote. Mr. Walpole will assume this position at the next board meeting.*
- b. The job description for the Teacher Liaison was thoroughly reviewed by the board, and due to some changes recommended by board members, Mr. Brand and Ms. Gregory will work together and finalize the document prior to the next board meeting.*
- c. The Parent Liaison job description was approved by the board.*

- d. The two School Policies that were presented; “Dress Code” and “Mandatory Duty Hours” will require minor changes and will be presented for board approval at the next Board of Directors meeting.*
- e. Following a discussion on the Cyber-Security insurance options as presented, the board was more inclined to approve Option 3 with a Premium of \$2,194.34. Mr. Gregory will follow up on this proposal and coordinate with the BOD at April meeting.*
- f. Mr. Ramsay briefed the BOD on the amended budget for the February FTE count.*
- g. The HB7069 was discussed in coordination with the Capital Expenditures spending plan.*
- h. Mr. Clark reported that the annual review/evaluation will be due for the Principal in April. Mrs. Nunes and Mr. Walpole were asked to serve on the committee to discuss and prepare the Performance Evaluation for approval of the board. Both individuals agreed to serve and will meet with Mr. Clark in the near future.*
- i. In answer to a question regarding the Executive Committee; it was clarified that the Executive Committee consists of the President, Vice-President, Secretary and Treasurer. All decisions or actions of this committee should be validated at a regular monthly meeting of the Board of Directors.*

9. FLOOR WAS OPENED FOR GENERAL DISCUSSION AND/OR RECOMMENDATIONS: *There were no further comments or discussions by the board members and a motion to adjourn was made by Mr. Brand, seconded by Mr. Walpole and carried.*

RANDY CLARK
President

JIM BRAND
Secretary

RICHARD RAMSAY
Principal

LINDA BRAND
Registrar/Recorder

