



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

BOARD OF DIRECTORS
15 May 2018

MINUTES

ATTENDANCE:

Present

Board Members

Randy Clark, President
Damon Walpole, VP
Jim Brand, Secretary

Directors

Theresa Nunes, Parent Liaison

Staff

Richard Ramsay, Principal
Linda Brand, Recorder
Geena Gregory, Teacher Liaison

Guest

Heather Breeze, Parent
Morgan Lane, Teacher

- 1. President Clark opened the meeting at 3:30 p.m.**
- 2. A motion was made by Mr. Walpole to accept the written resignation of Andy Gregory dated April 18, 2018. The motion was seconded by Mrs. Nunes and carried.**
- 3. Due to issues that have risen regarding Mr. Gregory continuing to represent himself as a Board of Director for MSAS with the district Mr. Tilden will serve Mr. Gregory with a cease and desist letter against making disparaging remarks about the school, and Mr. Ramsay (which Mr. Ramsay noted this was a continued personal issue Mr. Gregory has with Mr. Ramsay himself).**
- 4. Mr. Ramsay informed the board due to Mr. Gregory's statement, in the email with his resignation, he would continue to represent the school's insurance until the expiration date, the school would be contacting other insurance companies. Mr. Clark advised he did not feel we should leave Des Champs and Gregory. Mr. Ramsay read Mr. Gregory's**

comments on the email to the board. Mr. Clark still felt we needed to wait before checking into other insurance company before the expiration dates.

5. *Mr. Clark asked for a motion to accept the minutes of the April Minutes. Mr. Brand made a motion, seconded by Mrs. Nunes. Motion was carried to approve the April Minutes.*
6. *Mr. Ramsay introduced a new form put out by Kathleen Schoenburg, P.A. attorney for the Florida Governance training for all board members to sign. Mr. Clark said he wanted to table the form until next meeting so he could review it and see if there was anything he felt should be added or changed. However all other board members signed and returned the form during the meeting.*
7. *Mr. Ramsay was asked to give the financial report:*
 - a. *All accounts are balanced and in good standing.*
 - b. *There were two capital purchased during the month March; blinds for the class rooms to help with security and light fixture repairs.*
 - c. *Non capital purchases made were; an Epson projector, flag pole repair, and the purchase of a cash counting and coin counting machine. The cash machines were purchased with extended day funds.*
 - d. *Purchases made from the Fund Raiser account payment for All A Board Charter Bus Company for the Florida Aquarium field trip and tickets to the Florida aquarium for our students.*
 - e. *Monies were transferred from the Extended Day Program in February, March, and April to cover the Extended Care payroll and in March to pay for the cash and coin machines.*
 - f. *Money paid for stamps for parent communication will be paid for with Title One funds.*
 - g. *The school purchased lunch for the staff from the Palmetto Meat Shop for teacher in service day.*
 - h. *Mrs. Nunes made a motion to accept the financial report as present, seconded by Mr. Brand and carried.*
8. *Mr. Ramsay also gave the Principals report:*
 - a. *Student count as of May 15 is 151.*
 - b. *The Extended Day Program continues to do well averaging 23 students a day.*
 - c. *Miss. Earman, Miss. Lane and Miss. Gregory each continue to work 3 days with Ms. Tavolara and Mrs. Jones each working two days, plus they are available if a staff member is not available. Mr. Ramsay and Mrs. Brand stay to cover the front desk until the student count drops to 15 or less.*

- d. FSA testing is complete as well as portfolio testing and the SAT 10 for third grade students who were at risk of failing the FSA.***
- e. The House Bill 7069 lawsuits have been dismissed but appeals are expected. We continue to hold the funds in the operating account until all appeals are exhausted.***
- f. The Tax Referendum funds from the ½ cent sales tax will be shared with Charter Schools, however Charter Schools will be required apply for a Block Grant before June 30th. This money must be used for capital purchases. The expected disbursement for MSAS is expected to be \$52,114.00. The funds should be received in late August.***
- g. Our portion of the Millage increase funds will be approximately \$102,000.00 annually for the next four years. This a guesstimate could change with increase and decrease in property and will be distributed monthly to the school. Mr. Ramsay will put compile a letter for staff to sign acknowledging that this is a supplement and can increase or decrease and can disappear if millage is not renewed in four years.***
- h. We continue to send flyers out to increase student enrollment as well as visiting the preschools in the area. Tours are being given at least twice a week. We have sent out flyers for and are advertising for the May 24th 2018 Open House. Jungle Gardens, Kona Ice and Florida Skunk Rescue (Hug a Skunk). These events will be paid for with Title 1 Parent Involvement Funds.***
- i. The LEGOLAND fieldtrip was a success although we did not fill the bus. There were a couple of teacher/parent involved issues that had to be addressed after the field trip. Teachers and parents were told they needed to stay together and not wonder off. We had a parent and her child leave the area and after the bus delayed departure for half an hour the staff contacted the school. We were able to get in touch with the parent, who said she thought they missed the bus and took her child home with her. All parents sign a form stating they are aware all students must ride the bus to and from the field trip.***
- j. The Universal field trip is scheduled for tomorrow, May 16th. This is an extended day trip, with the bus returning around 7:00 p.m.***
- k. With the exception of two staff members who are leaving the state all others showed and interest to return. As of today two of those teachers were giving intent to not rehire notices. We are actively recruiting for the upcoming school year.***
- l. Mr. Clark voiced his opinion on the board of directors not having a say in the hiring and firing of staff. He said he strongly disagreed with this policy. Mr. Ramsay quoted the Sunshine Law where board members do not hire and fire and are not to run the everyday operation of the school. Mr. Clark noted he still was not in agreement with the Sunshine Law, however all other board members were in agreeance and noted this was part of the governance***

training. Mr. Clark asked for a reason the two teachers were not asked back. When Mr. Ramsay tried to give his reasons for not rehiring the two teachers Mr. Clark indicated these were personnel issues and were not to be discussed in an open meeting.

m. A motion was made by Mr. Walpole, seconded by Mrs. Nunes to accept the Principals Report as presented.

9. Miss Gregory Teacher Liaison had nothing to report from the staff.

10. Mrs. Nunes Parent Liaison said there were no issues brought to her attention.

11. Mrs. Nunes gave a report on her meetings with staff as requested from the board last month. Mrs. Nunes report the consensus everyone was happy with the way things were running and they were all ready to get back to teaching. The FSA testing window is exhausting for everyone and creates some tension but this is unavoidable.

12. Old Business:

a. Mr. Gregory has resigned and his insurance company has not provided us with any information on cyber security so Mr. Ramsay will search other options.

13. NEW BUSINESS:

a. The Budget for 2018-2019 school year was presented based on 155 students. The board had previously received the budget to review. Mr. Clark had previously asked Mr. Ramsay to bring all staff up to county pay scale if possible plus the added supplement. Mr. Ramsay reviewed all salary changes including his own. Mr. Clark did not feel Mr. Ramsay's pay should be increased to the amount shown, instead he would like to hold back part of the raise as a bonus at the end of the year if earned. Mr. Brand asked what the evaluation committee had discussed as the board members had not been brought up to date. Mrs. Nunes said Mr. Ramsay's performance evaluation was 4 points shy of highly effective in all areas and that Mr. Ramsay knew where his weak areas were and had rated himself lower than the board's evaluation team, but that they were not asked about salary suggestions. Mr. Ramsay noted that with the proposed increase he would still be below a county Principal with similar experience. After a brief discussion the board voted 3-1 in favor to accept the increase in salary plus the supplemental for Mr. Ramsay. Mrs. Nunes made a motion to accept the proposed budget, seconded by Mr. Brand and the motion was carried.

b. The board approved the ADP 401K plan with a 3% employer match which can change if the school financial situation warrants a change.

- c. *The board approved the approved the following expenditures to be purchased by June 30, 2018:*
 - d. *Purchase and installation of new playground equipment and mulching the playground.*
 - e. *Purchase of new Science Curriculum.*
 - f. *Lawn and sprinkler system repair*
 - g. *New carpet and paint for rooms 2-5 and conference room (painting of OT room)*
 - h. *Replacement of all classroom closet doors*
 - i. *Prosed spending for July:*
 - j. *Painting the outside of the main building assuming the paint (Lowe's is working with Valspar) is donated the cost for painting will be approximately \$12000.00*
 - k. *Approved the Sales Tax Block Grant proposal to add sidewalk canopies to connect room 1 and 10 plus a canopy for the front south side of the school where we do the carline dismissal.*
 - l. *There was a motion to accept Heather Breeze as a new board member by Mr. Walpole, seconded by Mrs. Nunes and carried. The board welcomed Mrs. Breeze to the table.*
- 14. Open floor: Mrs. Nunes asked for better communication among the board members so no one member is caught off guard in a meeting.**
- a. *Mr. Clark said he and Mr. Ramsay had different styles of management. Mr. Ramsay was highly effective in the financial areas of the school but he did not feel that he was highly effective when dealing with personnel or student issues. Mr. Clark feels he himself is not being as effective as he would like to be as the president of the board and tendered his resignation effective immediately.*
 - b. *Mr. Brand made a motion to accept Mr. Clark's resignation. The motion was seconded by Mrs. Nunes. Mr. Clark thanked everyone for their time and left the meeting.*
 - c. *Open nominations for the 2018 -2019 Board of Directors:*
 - d. *Mr. Walpole nominated Mr. Brand for President*
 - e. *Mr. Brand nominated Mr. Walpole to continue as VP*
 - f. *Mrs. Nunes nominated Mrs. Breeze for Secretary*
 - g. *Mrs. Nunes is nominated by the parents and will continue as Parent Liaison*
 - h. *There being no one opposed to the slate of nominees the all were in favor and the 2018-2019 Board of Directors are;*
 - i. *Mr. Jim Brand, President*
 - ii. *Mr. Damon Walpole, VP*
 - iii. *Mrs. Breeze, Secretary*
 - iv. *Mrs. Nunes, Parent Liaison*

- i. A brief meeting held with the new directors to get acquainted and discuss roles for the upcoming school year and the need for more directors. Mr. Brand would like to have a meeting on Friday May 25, 2018 with Jesse Tilden attorney for the school present. All were in favor. Mrs. Brand will send out a notice to everyone once we obtain confirmation from Mr. Tilden.*

15. There was a motion by Mrs. Nunes to adjourn the meeting seconded by Mr. Walpole. The motion carried and the meeting was adjourned at 4:40 p.m.

*JIM BRAND
President*

*HEATHER BREEZE
Secretary*

*RICHARD RAMSAY
Principal*

*LINDA BRAND
Recorder/Registrar*