



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

MINUTES

Board of Directors
26 February 2019

ATTENDANCE:

OFFICERS:

Jim Brand, President
Damon Walpole, VP
Heather Breeze, Secretary

DIRECTORS:

Carole Atkins
Linda Cinque
Linda McAbee
Theresa Nunes (Dir/Parent Liaison)

STAFF:

Richard Ramsay, Principal
Tristan Tvolara, Teacher Liaison
Linda Brand, Registrar

ABSENT:

Lorraine, Jackman, Treasurer

1. *A regular meeting of the Board of Directors (BOD), Manatee School of Arts and Sciences (MSAS) was called to order at 4:00 PM on Tuesday, 26 February 2019.*
2. *A motion was then made by Mrs. Nunes; seconded by Ms. Cinque and carried, to approve and accept the January 2019 board minutes as amended regarding the correct spelling of Mrs. Atkins' name.*
3. **FINANCIAL REPORT:**
 - a. *Mr. Ramsay presented the financial report and reviewed the P/L Statement, balance sheet, status of bank account and credit card account for January.*
 - b. *Capital purchases made during the month of January 2019 included \$1,341 for the purchase of an automated AED machine from heartsmart.com.*
 - c. *It was noted that \$1,505 was transferred from the Extended Day account to the Operating account for the purpose of transferring funds to cover Aftercare payroll.*

4. PRINCIPAL'S REPORT:

- a. Student count as of 26 February is 166.**
- b. All teacher positions have been filled currently, and all teachers are certified and working full time.**
- c. Mrs. Buntin, Mr. Konieczny, Ms. Andrews and Ms. Striplin are all considered "out of field" until they complete their ESOL certification.**
- d. The Extended Day Program continues to function very effectively with numbers averaging 30 students per day.**
- e. The field trip to Mote Marine Laboratory and Aquarium will be held on 14 March 2019.**
- f. The Spring Showcase is scheduled to be held on 22 March at 9:30 AM.**
- g. Mr. Brand entertained a motion to accept the Financial Report and Principal's Report, which was made by Mrs. McAbee, seconded by Mrs. Atkins and carried.**

5. TEACHER LIAISON: Mrs. "T" reported that staff morale continues to be very good and the school year is moving along efficiently and without any major problems.

6. PARENT LIAISON: Mrs. Nunes commented that one of the parents complained about another parent that wanted their child to be enrolled in the Gifted program. That parent then wanted the child removed from the Gifted program. Other than that, the parents have appeared to be quite happy with everything.

7. OLD BUSINESS: In regard to the approval at the January board meeting for the buildings and concrete areas to be power washed in preparation for painting; this has been accomplished. We anticipate the painting to be completed within the next few days. The total cost for this project is \$15,000.

8. NEW BUSINESS:

- a. The BOD approved the amended annual budget for the FY19 school year based on the FTE student count of 166 in February.**
- b. Mr. Ramsay announced to the BOD that he has decided to adjust his career path and pursue other position opportunities. He will be resigning as of the end of this school year.**

- c. *Mr. Brand appointed a search committee comprised of Ms. Cinque, Mrs. McAbee and Mrs. Jackman. Mrs. Breeze will also join this committee depending on her work obligations and available time. The committee will meet within the next few weeks to review and select the best applicant from those who express a desire to be considered.*
- d. *A special meeting was held, chaired by Mr. Brand, to review the job evaluation for Mr. Ramsay. The committee members agreed on an appropriate evaluation for Mr. Ramsay, and Mr. Brand will prepare the document prior to the due date in April. Mr. Brand will also ensure that a tax-paid salary adjustment is awarded for the current year excellent performance. The BOD was in total agreement with both the evaluation rating and the salary adjustment.*

9. **GENERAL DISCUSSION:**

- a. *Mr. Ramsay reported that he is in the process of acquiring quotes for a proper signage to be installed in front of the school. It is anticipated that the sign will be placed near the front of the school. Currently, estimates are being received from \$15,000 to \$20,000. The staff will be comparing the cost difference as well as any additional costs for solid-color lights vs multi-color lights.*
- b. *Work is in progress for the Board of Directors display board with photos to be mounted in the front entrance. Location to be determined by staff.*
- c. *The Chuck-E-Cheese fundraiser was a total success and attracted many parents and students. The staff is to be commended on another outstanding fundraiser event.*

10. *There being no further business before the Board of Directors, Mr. Brand adjourned the meeting at 5:00 PM. The next scheduled BOD meeting will be Tuesday 26 March 2019 at 3:45 PM.*

JIM BRAND
President

HEATHER BREEZE
Secretary

RICHARD RAMSAY
Principal

LINDA BRAND
Registrar