



Manatee School of Arts and Sciences, Inc.  
3700 32nd Street West • Bradenton, FL. 34205  
(941) 755-5012 • Fax (941) 755-7934

**MSAS BOARD MEETING MINUTES**  
*April 30, 2019*

**BOARD OF Directors**

Jim Brand  
President

Damon Walpole  
Vice President

Heather Breeze  
Secretary

Lorraine Jackman  
Treasurer

Theresa Nunes

Parent Liaison

Carole Atkins  
Director

Linda Cinque  
Director

Linda McAbee  
Director

Tristyn Tavolara  
Teacher Liaison  
(Non-Voting Member)

**OFFICERS**

*Jim Brand, President*  
*Damon Walpole, VP*  
*Lorraine Jackman, Treasurer*  
*Heather Breeze, Secretary*

**DIRECTORS**

*Linda McAbee*  
*Theresa Nunes, Parent Liaison*

**OTHERS PRESENT**

*Jesse Tilden, School Counsel*

**STAFF**

*Richard Ramsay, Principal*  
*Linda Brand, Registrar/Recorder*  
*Tristyn Tavolara, Teacher Liaison*

**ABSENT**

*Carol Atkins*  
*Linda Cinque*

**1. Special Meeting called to order by President Brand at 3:45 PM on Tuesday, 30 April 2019. Open Session began at 5:15 PM.**

**2. A motion was made by Mr. Walpole; seconded by Mrs. Nunes and carried, to approve the March board minutes as written and enter into permanent record. A motion to approve the March Closed meeting minutes was motioned Mrs. McAbee and seconded by Mrs. Jackman and carried. It will be placed in a permanent file with Mr. Tilden.**

**3. FINANCIAL SUMMARY: (Mrs. Jackman)**

- a. Review of statements and balance sheets for March, determined everything looked good. Mrs. Jackman asked Mr. Ramsay about how transfers work to the Capital Account.**
- b. Capital purchase in March 2019: \$600 to Approved Roofing LLC for deposit on Art building repair. \$1300 to Approved Roofing LLC for deposit on Main building repair. \$1,050 to Observe4Success for the renewal of evaluation software license.**
- c. No non-capital purchases March 2019**
- d. Transfer of Funds March 2019: \$2,050 from the Extended Day Account to the Operating Account to cover aftercare payroll. \$860.00 from the Operating account to the Fundraising account to cover the purchase of the**

***New computer headphones for the school.***

***A motion was made by Mrs. McAbee; seconded by Mrs. Nunes and carried, to approve the Financial Report.***

***3. PRINCIPAL'S REPORT: (Mr. Ramsay)***

- a. As of April 26<sup>th</sup>, student count is 157***
- b. Teacher Updates: All MSAS teaching positions have been filled and all the teachers are certified and working full time. The exception is the Reading Tutor position, where Mrs. Acton is a long-term sub.***
- c. We have a few teachers who are working out of field. Ms. Buntin, Mr. Konieczny, Ms. Andrews and Ms. Striplin are all considered out of field until they complete their ESOL coursework.***
- d. The spring evaluations for the teachers have been completed and meetings were held to discuss evaluations.***
- e. Mr. Konieczny will be the new Science teacher next year and one teacher will not be receiving the letter for intent to return.***
- f. Extended Day is functioning well and averaging around 31 students per day.***
- g. FSA testing will run from May 1<sup>st</sup> thru ay 10<sup>th</sup> for grades 3-6.***
- h. K-4<sup>th</sup> grade Legoland field trip is May 13<sup>th</sup>. 5<sup>th</sup>-6<sup>th</sup> grades field trip will be to Kennedy Space Center on May 21<sup>st</sup>.***
- i. Open House night is May 14<sup>th</sup> from 5:30-7:30 PM.***
- j. 3<sup>rd</sup> Annual Aftercare Splash Bash May 29<sup>th</sup> after school.***
- k. Roof repairs have been completed and the painting of the school has been completed. We ran over budget by \$1235 due to additional paint and prep work needed.***

***A motion was made by Mrs. Jackman; Seconded by Mrs. McAbee and carried to approve the Principal's Report.***

***5. TEACHER LIAISON REPORT: Mrs. Tavolara reported that she has been actively talking with faculty members and everyone is extremely happy and the operation is running very smoothly. The evaluations went very well.***

***6. PARENT LIAISON REPORT: Mrs. Nunes stated that she has had 1 complaint from a parent about punishment and has removed her child from the school. A motion was made by Mrs. McAbee and seconded by Mr. Walpole and carried, to approve and accept the two reports.***

***7. OLD BUSINESS: The search committee has completed the search for the new principal for the 2019-2020 school year. The committee has chosen Mr. Clinton Jones for the position as principal at a salary of \$75,000 a year.***

**8. NEW BUSINESS:**

- a. The school is asking for the board approval of the LED sign to be placed on the grounds by the street entrance. The total cost should be under \$12,000 which will come from the surplus in our Operating account. A motion was made by Mrs. Breeze and seconded by Mrs. Jackman and carried to approve the purchase of the sign.**

**9. There being no further business before the BOD, Mr. Brand adjourned the BOD meeting at 5:45 PM.**

**JIM BRAND**  
**President**

**HEATHER BREEZE**  
**Secretary**

**RICHARD RAMSAY**  
**Principal**

**LINDA BRAND**  
**Registrar/Recorder**