

The One Room School House

A Charter School Since 1997

352-376-4014 3930 NE 15th St.
352-376-3345 fax Gainesville FL 32609

BOARD MEETING

The Board of Directors of
The One Room School House Project, Inc.

Will meet on ~ **8-30-16** ~ at **3:30 PM**
3930 NE 15th Street ~ Gainesville, FL 32609

Agenda

Consultant Report
Treasurer's Report
Budget Amendments
Facility Planning
School Calendar
Board Concerns

SAC Meeting
Review SIP

**Minutes of the Board of Directors
One Room School House Project, Inc.**

Meeting Date: 8-30-16
Time: 3:30 PM
Location: 3930 NE 15th Street
Gainesville, FL 32609

Call to Order: Dr. Terzian called the meeting to order at 3:30 PM.
Roll Call was taken.

Members Present: Arthur Newman Board Treasurer
Sevan Terzian Board President
Michele Borst Board Secretary

Members Absent: Tom Allin Board Vice President

In Attendance: Neil Drake Board Representative
Principal Designee
Parent Representative ORSH

Diane Drake Business Director
Parent Representative ORMS

This meeting was conducted in accordance with Florida Statutes which require:

- two public meetings per school year in the school district
- meetings noticed, open, and accessible to the public
- attendees provided opportunity to receive information and provide input
- physical presence of parent representative and principal or designee

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Consultant Report: The Board Representative reviewed the schools' finances, current student enrollment, employment situation, and facilities situation.

Mr. Drake reported that he has been working on revisions to policies. He has also been researching and working on a plan for adoption of FSA standards and teacher training for these new standards.

The VPK program is fully enrolled. Two full time certified teachers have been hired one serving as director. One Part time VPK Teacher has been hired.

Most necessary staff have been hired and determinations are being made regarding the need for hiring extra tutors and support staff. All tutoring classroom additions are complete.

Mr. Drake reported that both schools are doing well at the opening of the year. The middle school classes are small but doing very well. The Middle School will get an A grade this year. The elementary will get a B, up three grades in two years.

Revenues should be sufficient to balance the budget for the year and the teachers believe that small classes are very important at this age.

The After School Program has over 100 students enrolled and is fully staffed.

Mr. Drake presented the board with the Capital Outlay Plan that will be sent to the school board. Capital funds may be used for lease payments and improvements to the buildings as well as purchase of facilities.

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Financial Report: The Business Director presented the board with the most recent financial information and a budget amendment.

The Business Director gave an update on the benefits and liabilities of purchasing the school property versus continuing to lease it. Mr. Drake said that he would still be willing to sell the property to the school and that interest rates are lower now than they were two years ago when the school was turned down for financing because of the low school grade.

Because monthly payments would be lower and the school would be paying off the principal of a mortgage, the school would save a significant amount of cost on the facility, both immediately and in the long run, by purchasing the facility.

Dr. Newman suggested that interest rates are at their lowest point now but expected to rise next year. Also, the school would own the facilities in twenty years which means significant financial advantages at that point because Capital Outlay funding could be used for improvements, renovations and repair.

Dr. Newman suggested the Executive Board pursue the purchase.

ACTION ITEMS

1. Adopt Minutes:

Motion: Adopt the minutes from the annual Board Meeting of 5-23-16 as they have been recorded. (Terzian)

Second: Newman
Vote: Yea - 3
No - 0

Motion Carries

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2. Adopt Administrative and Governmental Policies and

Procedures: The Board reviewed the policy amendments presented by Mr. Drake that were based on changes to the Florida Statutes regarding charter school governance and administration.

Motion: The Board of Directors approves the policy amendments as presented by Mr. Drake. (Terzian)

Second: Newman

Vote: Yea - 3
No - 0

Motion Carries

3. Budget Amendment for 2016-17: The Board reviewed the budget amendments presented by Mr. Drake that were based on current enrollment, expected expenditures and current personnel and vendor contracts.

Motion: The Board of Directors approves the Budget Amendments for both schools. (Terzian)

Second: Newman

Vote: Yea - 3
No - 0

Motion Carries

4. Approve Changes to School Calendar: The Board discussed the changes to the school calendar presented by Mr. Drake.

Motion: The Board of Directors adopts the amended calendar as presented. (Newman)

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Second: Terzian

Vote: Yea - 3
No - 0

Motion Carries

5. Approve Potential Purchase of Facilities: The Board discussed the opportunity to purchase the facilities at this time. The opportunity presents itself due to the improved school grades (Middle A, Elementary B), the low interest rate environment, and the willingness of the current owner to sell the property at the appraised value. Owning the facilities should provide an opportunity to invest accrued funds at a much higher rate of return, substantially reduce monthly capital outlay costs, and make monthly investments in the principal of the property. The facilities would be paid for completely in twenty years.

Motion: The Board appoints the Executive Committee to investigate and negotiate an offer to purchase the facilities providing that the purchase price is no greater than the certified appraised value of the property, the interest rate is below 4.5%, and monthly payments are substantially lower than the current lease payments. If this arrangement can be made with the seller and a financing institution, the executive board is authorized to sign an offer to purchase the facilities and make the necessary financial arrangements to accomplish the purchase. (Newman)

Second: Terzian

Vote: Yea - 3
No - 0

Motion Carries

6. Amend use of Invested Funds: The Board discussed the financial arrangements necessary to purchase the facility. Proceeds from The schools investment fund at Meryll Lynch and cash on hand from both school's checking accounts would be needed to provide a down payment. Dr. Newman suggested that all three accounts should be used to make the

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purchase and that all three accounts should be left with adequate funds for future needs. He reported that the project should have a cushion of over one hundred and fifty thousand dollars after the facilities purchase. With the savings on monthly facility costs, the fund balance in the investment account should be able to be increased month to month for the life of the new mortgage.

Motion: The Board of Directors directs the Business Manager to work with the Executive Committee to redirect funds from the investment account and both schools' checking accounts to be used for the down payment and closing costs associated with purchasing the current school facilities. All school funds in all school accounts that are not specified for other purposes are eligible for use towards this purchase. All accounts are to remain open and funded. (Newman)

Second: Terzian

Vote: Yea - 3
No - 0

Motion Carries

7. New Contract for Superintendent and Board Representative:

The Board discussed the long term viability and progress of the school with respect to the last twenty years and the next twenty. Dr. Newman suggested that, with the purchase of the facility, the school would dramatically increased its long term viability. He suggested that a long term continuation of the services of the school's founder and leader as a superintendent of both schools and the VPK program would increase the prospect of future success.

Motion: The Board of Directors directs the Executive Board to negotiate and sign a ten year contract with Charter Schools of Florida for the continued services of the current Board Representative, and school consultant . The contract will also appoint the Board Representative as Superintendent of the One Room School House Project's schools.
(Newman)

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Second: Terzian
Vote: Yea - 3
 No - 0

Motion Carries

8. Holiday Bonuses: At Mr. Drake's suggestion, the Board discussed giving holiday bonuses to employees.

Motion: The board authorizes the payment of Holiday Bonuses to all employees. The amount shall be determined by the Board Representative in consultation with the Business Director. Full time employees shall receive a full bonus amount, part time employees shall receive a fraction of the full amount. Bonuses shall be distributed in November. (Newman)

Second: Terzian
Vote: Yea - 3
 No - 0

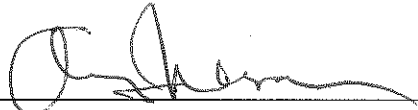
Motion Carries

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MEMBERS CONCERNS

- **Next Meeting:** Dr. Terzian requested that the board meet in December.

These minutes were faithfully recorded by Michelle Borst, Secretary.
We agree that these minutes honestly and faithfully represent the business of
the Board of Directors at their meeting on 8-30-16.



Arthur Newman



Michele Borst



Sevan Terzian

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School Advisory Council Meeting

Meeting Date: 8-30-16
Time: 4:30 PM
Location: 3930 NE 15th Street
Gainesville, FL 32609

Call to Order: Dr. Terzian called the meeting to order at 4:30 PM.
Roll Call was taken.

Members Present: Arthur Newman Board Treasurer
Sevan Terzian Board President
Michele Borst Board Secretary

Discussion: The board discussed the content of the school improvement plans for both schools and the Parental Involvement Plan for the elementary school, noting the continued emphasis on math improvement. The Plan will be submitted by direct link to the district and state.

Approve preliminary SIP for Elementary: After reviewing the draft of the (2016-17) School Improvement Plan for The One Room School House, the board approves the main parameters of the School Improvement Plan and the Parental Involvement Plan as submitted by Mr. Drake. The board instructs the Principal to complete and submit the plan on line. (Newman)

Second: Borst
Vote: Yea - 3
No - 0

Motion Carries

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Approve preliminary SIP for Middle: After reviewing the draft of the (2016-17) School Improvement Plan for the One Room Middle School, the board approves the main parameters of the School Improvement Plan as submitted by Mr. Drake. The board instructs the Principal to complete and submit the plan on line. (Newman)

Second: Borst
Vote: Yea - 4
No - 0


Motion Carries

MEMBERS CONCERNS

These minutes were faithfully recorded by Michelle Borst, Secretary. We agree that these minutes honestly and faithfully represent the business of the School Advisory Council at their meeting on 8-30-16.



Sevan Terzian



Arthur Newman



Michele Borst