

**Special School Board Meeting**

**July 8, 2021**

School Conf Room and Virtual 12:30-1:30pm

To join the meeting on Google Meet, click this link:

<https://meet.google.com/twk-idev-mkq>

**Call to Order (2 min)**

Roll Call of Board Members

Pledge of Allegiance

Sign in Sheet (Board and Public)

**Review of Public Notices (1 min)**

**Public Comments (5 min)**

*\*Up to 10 minutes is provided for individuals to address the school board on matters concerning the operation of the McIntosh Area School or to address the school board of matters on this agenda*

**Approve Minutes (2 min)**

April corrected minutes

May 2021 Workshop & May Meeting

**Board Discussion / Action Items (~ 45 hr min)**

- Bookkeeper consultant hired
- 2021 Budget Approve
- Status of Charter approval
- Status of Staffing
- Status of employee agreements review / update

**Board Final comments (~ 5 min)**

**Adjournment** *(By rule adopted 12/3/2019, meetings adjourn w/n 2 hours of Call to Order)*

*\* In compliance Sect 286.0114 FS all meetings are posted and open to the public. We have adopted uniform procedures for public speakers wanting to address matters on the agenda or a matter relating to the operation of the school. This is to ensure the public has a reasonable opportunity to be heard on school board and school matters. Presentations are limited to five minutes for each person/topic and documented in the minutes. Speakers and meeting attendees are expected to be respectful and orderly. It is unlawful to knowingly disrupt or interfere with a School Board meeting. This proscription includes individuals who advise, counsel, or instruct students, parents or MAS employees on methods for disrupting a School Board meeting. Agenda items may be requested by contacting the Board Secretary one (1) week prior to the meeting.*

# MCINTOSH AREA SCHOOL

## BOARD OF DIRECTORS MEETING SIGN-IN

IN COMPLIANCE WITH THE FLORIDA SUNSHINE LAW – ALL MEETINGS ARE OPEN TO THE PUBLIC.  
 ATTENDEES ARE NOTED AND KEPT WITH THE AGENDA AND MINUTES FROM EACH MEETING

**DATE OF MEETING: JULY 8, 2021**

<b>DIRECTORS / SCHOOL REPS</b>		<b>INITIAL</b>	<b>CONTACT INFO</b>
President, Tommy Turner		not present	marionfence@yahoo.com
Vice President,		not present	
Treasurer, Melinda Downing	MSD		melindasuedowning@gmail.com
Secretary, Deb MacKay	DLM		ryt2deb@hotmail.com
Director, Ralph Smith	RLS		rls1452@yahoo.com
Director, Don Medeiros	DM		coachdon@windstream.net
Director, Patty Dodd	PD		Patty.dodd@gmail.com
School Principal, David Friedlander	DF		David.friedlander@marion.k12.fl.us
Designated Parent Liaison, Candace Stephens		absent	Candace.Stephens@marion.k12.fl.us
<b>Public Attendees</b>			
Name		Name	
Jessica Stout			
Tiffany Hawkins		Anna Smith	

## **CALL TO ORDER**

Deb MacKay called the meeting to order at 1:09 PM

Virtual available via Googlemeet: <https://meet.google.com/twk-idev-mkq>

Melinda made a motion for Deb MacKay to serve as the acting for President Pro tempore for the meeting. Ralph 2<sup>nd</sup>. Vote was unanimous.

Pledge of Allegiance and Roll Call were completed – a quorum was met

Present: Secretary Deb MacKay, Treasurer Melinda Downing; Members at Large: Ralph Smith, Patty Dodd, Don Medeiros

School Principal: David Friedlander

School Parent Liaison: not present

Public: Jessica Stout, Anna Smith, Tiffany Hawkins

## **REVIEW OF PUBLIC NOTICES**

The meeting notice was posted on School Website and sent via Remind

## **PUBLIC COMMENTS**

Policy for governing meetings and public comments was briefed as annotated on the agenda. Floor was opened for public comments. No public comments were offered.

## **ACTION ITEMS**

- Minutes for April 21 corrected minutes, May 2021 Workshop and May 2021 Meeting minutes were all reviewed; Patty motioned to accept as written, Melinda 2<sup>nd</sup> the motion. Passed unanimously.
- Bookkeeper hired and has discussed turnover and status with Candace and CPA, Sharon Fourakre. All will support transition with QB, Payroll, Taxes and upcoming annual audit
- 2021 Budget was approved as proposed by the Principal. Budget includes a reserve via the SBA loan and promissory note intact
- Bills for French drain materials/labor needs to be filed with the landlord for repayment; motioned by Melinda; 2<sup>nd</sup> by Patty. Unanimous vote.
- Insurance plans for the school need to be delineated on the budget for clarity
- Contract/staffing agreements: conclude grandfathering of contracts and carrying large leave/PTO balances; standardized benefits for full time employees; contracts

**Special Meeting Minutes**

July 8, 2021/ 1300-1400

In person and Virtual

standardized annual, part-time (custodial, after care/admin, paras) and teachers by school start

- Put parents who use after-care into QB to allow for billing/payment via QB; Stop payment/use of Kinderlime/Procure for aftercare (accountability and save money)
- Put volunteers into QB to keep track of hours for taxes/501 c3 and remove inefficient paper copies, counting of hours. (save money by getting ride of Procure)
- New drafts of Employee and Student Handbooks are in work.

**Meeting was adjourned at 1400 pm**

**Minutes Approved**