



**TRUE NORTH**  
CLASSICAL ACADEMY

# TRUE NORTH

truenorthcharter.org

## Board Meeting Minutes

Tuesday, June 2, 2015 ❖ 10:00am

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- I. Opening Session
  - A. Call to Order & Roll Call

### Meeting called to order at 10:03am

**Present in Person:** Luis Diaz, Alison Ramirez

**Present Electronically:** Laura Walker

**Absent:** Jeb Bush

**Others:** Mike Bileca, Marc Snyder, Curtis Fuller, Donna Hauser

- B. Agenda - Approval of Agenda

**Moved by Laura Walker, seconded by Allison Ramirez to approve the agenda. Discussion included updating the minutes from March 20 to fix the spelling of the name of Carney Sandoe. Approved Unanimously.**

- II. Reports
  - A. School Progress Report

#### Curt Fuller & Luis Diaz Overview

- Will be scheduling Open Houses
- Publishing company was hired and is working on Brochure and postcards
- The lease has been signed and sent to the church and we are awaiting them to review it.
- Hired an architect to oversee the facility is ready for the district to approve
- Enrollment projections
- Final section was made for Principal Position and will be voted on during this meeting.
- Facebook page is up on the school's website

- B. Finance Report

#### Luis Diaz-

- We have a contribution/loan from the Foundation to use for start up costs.
- Legal fees, we shouldn't have anymore since the start up phase is complete
- We've begun monthly fees to CSSC for their services.

#### Curt Fuller

- Recommends that another Board Member has signing authority at the bank, this discussion will be tabled until the next board meeting.

III. Consent Agenda

- A. Approve Minutes from March 20, 2015
- B. Ratify Charter Contract
- C. Ratify loan note
- D. Hire Civica to assist with facility preparations
- E. Enrollment Projections

**Consent agenda approved with the approval of the agenda. No items removed from the consent agenda, all items A-E are unanimously approved by the Board.**

IV. Board Discussion / Actions

- A. New Board Member
  - 1. Rudy Pages
  - 2. Ernie Rodriguez

Discusses the importance of adding Board Members with various backgrounds and experiences to add to our Board. Allison Ramirez will be resigning from the board soon. In order to maintain the ability to meet quorum and have a variety of opinions on the Board it is important to add additional people. Both Rudy Pages and Ernie Rodriguez have expressed interest.

Mr. Pages has a strong business background and has operated several businesses.

Mr. Rodriguez is a strong believer in the classical education and has a background in engineering.

**Moved by Luiz Diaz Seconded by Allison Rodriguez to add both Rudy Pages and Ernie Rodriguez to the board. Passed unanimously.**

B. Principal Selection

Description of the process used to review resumes and select the Principal. Mr. Snyder's background was briefly discussed along with his start date and intention to move to Miami.

Question asked about his start date, and it was indicated that his official start date would be July 1, and that his current involvement is expected as part of preparing for July 1.

Proposed draft of the contract was modified adding a statement that the contract is contingent upon the required Level 2 background checks.

**Moved to approve the Principal Contract for Marc Synder for the period beginning July 1st, 2015.by Luis Diaz . Seconded by Laura Walker. Approved unanimously.**

C. Facilities Lease

Luis Diaz discusses that the lease has been sent to the Church for their signature and approval on contract. Once the Lease has been signed by the Church, the lease can be approved by the Board at the June 19th meeting, however the District needs a copy of the lease prior to the meeting. The Board members are giving permission for Board Member authority to present the lease to the District.

The current draft includes enrollment of up to 105 students (capacity of what is allowed by permitting). We've proposed to pay a per-student fee of around \$700 per students. We proposed what we had in our original budget, and they've verbally agreed to those terms. We are responsible for capital improvements. They will put up to \$35,000 rent credit towards capital improvements. 5-year Lease.

**Moved by Laura Walker. Seconded by Allison Ramirez to give Mr. Diaz or Ms. Walker permission to sign the lease within the parameters discussed above. Approved Unanimously.**

D. Payroll Company Selection

Curtis Fuller explained that the school sent out an RFP to ADP, Oasis and Trinet (Trinet didn't respond back), as well as posted the RFP on our website. The board discussed and compare the fees for both

ADP and Oasis along with the Healthcare options each offer. Oasis is less expensive, however ADP has a larger outreach through the country. Richard Moreno is reaching out to ADP to lower the rates as he has a relationship with ADP.

**Moved by Laura Walker. Seconded by Alison Ramirez that if ADP administrative rates can be brought down to less than \$1,000 per employee, we will select ADP as our payroll provider. If unable to meet will select Oasis as the Payroll provider. Approved unanimously.**

#### E. Board Member Training & Background checks

Discuss signing up for the Online Governance Training for Board members. There is a \$500.00 fee for the service. All Board members should complete the training by July 31st.

**Moved by Laura Walker, seconded by Alison Ramirez, to sign up for board member training with Kathleen Schoenberg.**

Board members are asked to complete the training by July 1, 2015, and Building Hope will follow up with those board members who had not completed it at that time.

Discuss fingerprinting- Donna will contact each of the Board Members including the new members via telephone to get their information to fill out the fingerprint forms.

Donna will also update the Board Member Roster and email out to each of the members. As a precaution, Board members are not allowed to meet individually as they are bound by the FL Sunshine Law and must discuss issued only during a regularly scheduled board meeting.

The fees for fingerprinting will be paid by the school. Luis said that Ana Fadel will contact the bank to have the Fingerprint money orders sent to Luis and he will distribute to the Board Members.

#### F. Future Meeting Dates

The next regularly scheduled Board Meetings will be: All meeting must have a face-to-face quorum. Change the June 19 meeting to June 25, and then we will readdress the future dates at the next Board meeting. Donna will confirm with the new board members that there will be quorum available for that meeting and will let Mr. Diaz know if not.

#### G. Resolutions

1. Board Member Appointments
2. Principal Appointment

**Moved by Allison Ramirez and seconded by Laura Walker for Mr. Diaz to sign the resolutions regarding board member and principal appointments. Approved Unanimously.**

#### H. Before and After Care

Board Discusses the option of having a Before/Aftercare program at the school. The Board agrees in adding Before/Aftercare would be a good idea, and that appropriate plans should be made to this regards. This could add additional revenue for the schools that would go towards educational uses.

#### V. Next Steps

Discussed that the anticipated agenda for the next agenda will be the annual budget, and possibly policy updates. Curt and Donna will work on furniture requirements, and that may also be on the next agenda.

#### VI. Adjournment

**Meeting adjourned at 11:29am**