



Christ Classical Academy Board of Directors Meeting Minutes

September 17, 2020 meeting @ CCA @ 8am and via teleconferencing

Attendance: Justin Hughes, Head of School; Jennifer Lynes; Jim Wacksman; Greg Gardner

Attended via teleconference: Amanda Allen, Secretary; Jon Hall; Lance Olimb; Molly Kellogg-Schmauch

Absent: Tony Cortese

Call to Order: The meeting was called to order and opened with prayer by Greg Gardner

Agenda Items:

1. Previous meeting minutes: approved
2. Administrative report:
 - a. COVID
 - i. 8 students are at-home learners, 6 are staying at home
 - ii. Canvas consultants have been helpful
 - iii. Any COVID update from school? Can be added to newsletter. Tara Gardner can help Kristen come up with a communication plan on this if needed
 - iv. Substitutes are being paid by CARES funds
 - b. Enrollment
 - . 167 Students with 2 new students coming in October for a total of 169
 - c. Facilities
 - . All requests to the church have been denied
 - i. Justin is requesting a temporary space for the next 1-3 years while we work on a long-term facility.
 - d. Finance
 - . CARES funding denied our request for water filling stations and air purifiers. The school is going to purchase the water filling stations, many parents have volunteered to purchase the air purifiers for their children's classrooms
 - i. To date, the school has received \$23k in CARES funds
 - ii. Updated budget was provided to the Board for review
 - iii. Waiting on final paperwork to come in approving the PPE loan forgiveness.
 - iv. Step-up Audit exceptions- both have been corrected/addressed
 - v. VPK funds have not been received as of yet, but no problems anticipated
 - vi. Aftercare- enrollment is down this year and is expected to just make even instead of a \$10k profit
 - e. Personnel
 - f. Strategic plan
 - . We need a new planning committee or a point person to meet with Justin to come up with a 5 year plan for the school (this is also an accreditation requirement)



CHRIST CLASSICAL ACADEMY

- i. ACS accreditation
 1. Would this function like the COVID committee? Justin will draft goals for a potential group and provide at the next phone call
- ii. New Facility
 1. Justin would like the Board to look at the accreditation document and discuss at the next phone call if we are moving forward
- iii. Tuition increase for next year
 1. 2 tier approach- temporary for next year and permanent plan
 1. Justin would like to announce a 3 year plan for tuition increases this December/January. Provided tuition rates for other private schools in Tallahassee and Classical Schools elsewhere
 2. Finance team will meet and discuss

Closing: The meeting was closed in prayer by Jennifer Lynes

The next board meeting will be October 15th at 8 am at CCA. The board will meet via teleconference on October 1st from 8-9am.

Meeting adjourned.

Minutes: Amanda Allen, Secretary