

Board Meeting Minutes

COAST Charter School

Monday, June 03, 2019

6:00 p.m.

➤ **Called to Order**

6:08 p.m.

➤ **Attendance**

J. LaChapelle, N. Stokely, J. Nichols, M. Cantner, L. Gerrell, C. Dichio, A. Wittmier, A. Delaney

➤ **Public Comments**

No public comments

➤ **Approval of Minutes**

- J. Nichols made a motion to accept the June 03, 2019 minutes as presented. M. Cantner seconded the motion. The motion carried.

➤ **Budget Proposal (Mr. LaChapelle Reported)**

- J. LaChapelle and Melissa (bookkeeper) reviewed the used and unused portions of the budget for the past few years to pull out or reroute funds from unnecessary areas.
- **Advertisement for 2019/2020**
 - Billboards – three approved to go up
 - Facebook marketing
 - Direct Mail – select areas
 - Panacea, Wakulla Gardens and Woodville area
- **Staff Salary for 2018/2019 and 2019/2020 (proposed) was handed out for review**
 - See attached copies
 - 2019/2020 includes hiring of new second grade teacher and budget for new art, music, MTSS and Physical Education teachers.
 - N. Stokely requested information on the addition of staff and reallocation of work duties
 - J. LaChapelle reported that moving Dichio to the office limited MTSS teacher time with students. Bringing on a certified teacher to fill the RTI specialist position will provide the one-on-one need for tier students. Having Dichio in the office full time will free up time for Principal to be in class for staff development.
 - New second grade teacher was hired today, June 03, 2019.
- **2 Budget Proposals handed out for review**
 - Option 1, the 4-bus route
 - See proposal handout
 - Option 2, the 3-bus route
 - Saves transportation cost and with enrollment down we do not have the need for the fourth route.
 - See proposal handout
 - **How does running with 3 bus routes instead of 4 change our pick-up and drop-off times?**
 - J. LaChapelle reported that we are in the process of hiring a bus driver who currently lives in the Panacea area and this would help with route times due to their starting location.
 - Some concern with route running on Hwy 267 with the 3-bus option

- As student enrollment increases, three bus option will not be an option due to bus capacity and route needs.
- **Problems with Budget: J. LaChapelle reported**
 - DOE worksheet with updated information has not been released yet so budget is built using last year's worksheet.
 - Senate bill 5,000 - approved
 - Legislative update provided for board (attached)
 - Safe School amount \$1,200 – Creel Salary
 - Changes made for us to receive 100% of our Capital Outlay – Currently we only receive 95%, county receives 5%
 - Floor in Main Building – Specifically in Multi-Purpose room
 - Working on getting bids for repair
 - Will talk with the City of St. Marks to see if they will be able to help with any costs of floor repair.
 - N. Stokely asked if any of these repairs will be covered by insurance coverage
 - ≈ J. LaChapelle will check into current insurance coverage and see if any of the repairs are covered
 - The beams under the floor are rotted out and need to be replaced. J. LaChapelle reported on finding from Alpha Foundations.
 - ≈ Phase one: \$10,500 to repair main floor structure
 - ≈ Phase two: \$30,000 for pump-out system and clean space
 - ≈ Phase three: repair floor structure under office area and VPK room side \$15,000
- **Motion for budget proposal**
 - N. Stokely requested a motion for budget proposal
 - J. Nichols made a motion to approve 3-bus option budget proposal
 - M. Cantner seconded the motion
 - Motion carried – all in favor

➤ **Administrative Report:**

- Enrolled students for 2019-2020 school year currently at 117 FTE
 - N. Stokely asked about class capacity: Do we have any currently at capacity?
 - Currently 2nd through 8th have open slots
- VPK - 41 students on list
 - Second VPK class needed to accommodate current family member needs
 - Having a second VPK class brings concerns for the following year
 - ≈ Will we be able to expand to a second KG class, if needed?
 - J. Nichols requested information on how VPK will be prioritized for enrollment
 - J. LaChapelle – 1st priority – staff kids, 2nd priority – siblings to current students, 3rd priority – public through a lottery system.
- Budget current review
 - 90% of this year's budget is used – J. LaChapelle

➤ **Miscellaneous**

- Meeting dates for next year
 - J. LaChapelle: Proposed that we stay with current schedule of last Monday of each Month.
 - 6pm meeting time to remain the same
- Next City of St. Marks Meeting is June 13th – Attend to see if they are willing to help with building repairs.
 - M. Cantner suggested that we look to renegotiate with the city the terms of our lease to cap

the out-of-pocket building repair costs the school will be responsible for.

- Next Board Meeting: June 24th, 2019

➤ **District Info**

- None

➤ **Adjourn**

- M. Cantner made the motion to adjourn. A. Wittmier seconded the motion. The motion is carried. Meeting adjourned at 7:24 PM.