

**ATHENIAN ACADEMY  
of Technology and the Arts  
Agenda for Board Meeting Minutes  
Oct 25th, 2018**

Board Member	Attendance
Jim Mathieu	Yes
Mike Pissourios	Yes
Chris Ferekides	No
Michelle Zervas	Yes

Quorum was confirmed at 6.40pm at which time Jim opened the meeting.

Other in attendance: Evan Markowitz, Danielle Nichols, Ana Ramirez (parent and prospective board member)

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OPEN TO THE PUBLIC: There were no public comments.

AGENDA: review, amendments and adoption of the agenda. Mike motioned to accept the agenda as presented; Michelle seconded, and it was unanimously adopted.

- CONSENT AGENDA - Board Minutes review and approval

Jim asked if there were any changes to the minutes. Hearing none; Mike motioned to accept the minutes as presented; Michelle seconded, and they were unanimously adopted.

#### FINANCE COMMITTEE REPORT

- Review and approval of the monthly financial statements
  - Jim commented that the finance committee met in public prior to the regular board meeting to review the financial statements and fund them in good order.
  - Dan discussed that the excess of expenses to revenues was due to the up-front planned expenditures and that the school projected adequate funds to meet its needs for the foreseeable future.
  - Jim asked if there was a motion to approve the September 2018 financial statements. Mike motioned to accept the statements as presented; Michelle seconded, and they were unanimously approved.

#### PRINCIPAL'S REPORT

1. Evan shared with the board that the pacing guide was provided to Jim and that all grades and subject areas are currently on track with their pacing guides.
2. Evan shared 1 update to the school's out-of-field report, that the FDOE officially awarded the school's middle school ELA teacher, Carol Norton with her ESOL Endorsement. With the issuance of her ESOL Endorsement, she will no longer report as out-of-field.
3. Danielle and Evan shared with the board that the count for Survey 2 was 359.

4. Evan shared with the board that there are currently 45 students with 5 or more absences, down from last month's early warning indicator of 53 students.
5. Danielle and Evan shared with the board the 2018 – 2019 academic dashboards to date. There are some good things taking place across the school; however, 4<sup>th</sup>, 5<sup>th</sup>, and 7<sup>th</sup> grade are a few areas of concern. After board discussion of these concerns, it was decided that additional resources should be utilized to increase free tutoring offerings at these grade levels.
6. Dan, Danielle, and Evan shared with the board that PTO was increased for instructional staff from 5 days to 7 days. In addition to receiving 2 additional PTO days, teachers will now be paid out at their salary rate at the end of the school year for any unused PTO. Previously, teachers were paid out at \$75 per day of unused PTO. The instructional staff was pleased with this change.
7. Danielle and Evan shared with the board that the school would be receiving School Recognition Funds for the school's 2017 – 2018 school grade achievement. The staff voted for all returning team members to receive the funds, evenly split. Board approval was needed to process this, and the board did approve the team's decision to evenly split the funds to all returning team members.
8. Danielle and Evan requested that the board approve the removal of 75 student desks from the school's inventory. Academy at the Farm would take these desks, if the board approves. The board did approve this request.
9. Danielle and Evan shared with the board that the 2018 – 2019 winter concert is scheduled for December 13<sup>th</sup> at 6:30 and invited the board to attend.

## MANAGEMENT REPORT

- Budget review: Dan noted that the original budget was developed based upon 350 FTE and with the actual October count at 359, no immediate action for budget amendment was required. Dan suggested additional expenditure areas that the school would recommend, such as increased after-school tutoring to further assist the lower-performing students. The board agreed that it would review a revised budget proposal in the November board meeting.

## OLD BUSINESS

- Facility acquisition status: Dan stated that the school would update the loan application based upon the October FTE count and anticipated revised budget for further submittal to the USDA.
- Administrator review: The Board conducted its annual review of Link-Up and its contracted administrator, Dan Rishavy. Each board member considered the services contract with amendments and other performance matters, and each member spoke directly to Dan Rishavy during the review. Each of the members present concluded that the services provided were acceptable per the services agreement and its amendments. Dan Rishavy requested that the Board consider the contractual option of adding the year that just expired to the remaining contractual term, so that the new term would end in June of 2021.

Mike motioned to that the Board confirm the acceptable performance review of Link-Up and its contracted administrator, Dan Rishavy, CEO of Link-up, and to extend the contract by an additional year to end June 30, 2021. Michelle seconded the motion which was approved unanimously.

- Board self-assessment, schedule date: scheduled for November board meeting.
- Fence status: completed.
- Teacher Out-of-Field update: Evan updated the Out of Field teachers as stated in the Principal's report.
- 360 feedback: the Board discussed input that it would like to see in the 360 feedback for the school principal;

it was agreed that a draft survey would be provided at the November board meeting.

- Retirement fund; the board requested additional information about the cost of a retirement plan for the school's employees.

#### NEW BUSINESS

- Budget update based upon Oct FTE Count; mandatory: o immediate budget amendment was recommended given the count of 359 compared to the budget of 350.
- Evan confirmed that the October FTE count was 359.
- AAOTA 15-year charter term amendment: Dan confirmed that the school had received the 15-year charter amendment, approved by the Pasco County School Board. The amendment was sent to the USDA to support the loan condition.
- Prospective new board member, Ana Ramirez  
The board considered the application of Ana Ramirez, a parent who had one child graduate having gone through all grades at Athenian, and another child still attending the school. Evan noted that she and her husband had been ongoing volunteers to the school. The board questioned Ana's reasons for the application as a board member. Jim discussed how her involvement at the school would have to change out of necessity as a board member. Ana was given instructions about the requirements for background check, and board governance training.

At the end of discussion Mike motioned that Ana be accepted as a board member; Michelle seconded and the vote to approve her was unanimous.

- Complaint  
Dan provided information about an anonymous complaint that had been filed with the school district, implying that he had violated the securities act requiring registration as a municipal advisor for his introduction of bond underwriters at the board's request. He stated that he disagreed with this anonymous complaint and would avail himself to any inquiries that may occur as a result and defend against it vigorously, if required.

#### OPEN DISCUSSION and ADJOURN

Jim asked if there was any further discussion before the board. Hearing none he asked for a motion to adjourn. Mike motioned, and Michele seconded to adjourn which was approved unanimously at 8:25 pm.

A handwritten signature in blue ink, appearing to be the initials 'J.P.' or similar, written in a cursive style.

ATHENIAN ACADEMY OF PASCO  
BALANCE SHEET  
As of October 31, 2018

Asset

Current Assets

Cash on Demand Deposit	292,763.07	
Petty Cash	300.00	
Principal's Checking	2,001.31	
Accounts Receivables	51,964.34	
AR Dist.Sch.Board of Pasco	21,724.00	
Deposits Receivable	21,924.00	
Total Current Assets		390,676.72

Other Current Assets

Prepaid Expenses	27,374.82	
Prepaid Expense-Prepaid Insurance	27,725.23	
Total Other Current Assets		55,100.05

Capital Assets

Bldgs. & Fixed Equip./LHI	518,435.00	
Bldgs. & Fixed Equip./LHI-Accum. Depr.	-343,715.00	
Furniture/Fixtures/Equipment	418,868.00	
Furniture/Fixtures/Equipment-Accum. Depr.	-326,763.00	
Total Capital Assets		266,825.00

Total Asset 712,601.77

Liability

Current Liabilities

Salaries, Benefits and Payroll Taxes Payable	128,580.00	
Accounts Payable	8,628.26	
Accounts Payable-Other	2,500.00	
Payroll Deductions & Withholdings	4,179.84	
Social Security & Medicare	8,360.96	
State Unemployment Tax	158.10	
Total Current Liabilities		152,407.16

Other Current Liabilities

Current Capital Leases Payable	18,295.00	
Total Other Current Liabilities		18,295.00

Long-Term Liabilities

Long-Term Capital Leases Payable	8,566.00	
Total Long-Term Liabilities		8,566.00

Total Liability 179,268.16

Fund Balance	293,369.61	
Net Capital Assets	239,964.00	

Total Net Assets 533,333.61

Total Liabilities & Net Assets 712,601.77