

TSMS
GOVERNING BOARD MEETING MINUTES

3434 North Monroe St.
Tallahassee, FL 32303
Wednesday, September 19th, 2021
5:00 pm

- 1- Call to order
- 2- Approval of the agenda items
- 3- Public Remarks
- 4- Principal Remarks
- 5- Approval of Board meetings minutes (05/21/2021)
- 6- Approval of out of field teachers
- 7- Approval of Teacher salary increase plan
- 8- Approval of Audit 2020-2021
- 9- Approval of Employee Covid Leave
- 10-Approval of Noninstructional Employee Disaster Bonus
- 11-Title-I Update
- 12-School Financials
- 13-Closure of the meeting

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Additional Information

- Board members present -

Dr. Dogan Tozoglu, Dr. Mark Bourassa, Dr. Ugur Baslanti, Mr. Bill Gladwin

Issues/Items motioned and voted on by Governing Board Members:

1. The Board meeting was called to order at 5:00 pm
2. **Approval of the agenda items** – Dr. Tozoglu moved to approve the agenda items as it is presented. Mr. Gladwin 2nd the motion. **The Board unanimously approved the agenda item.**
3. **Public Remarks** – There were no public remarks.
4. **Principal Remarks** -Principal Temel informed the board that Covid dominates the life of daily work and meanwhile they try to make sure they are meeting the requirements of DOE and other educational entities by completing the SIP plans, ICP plans and reading intervention plan etc. Principal Temel state that he was working on hiring constantly although not many people left this year. He mentioned that it is a struggle for many as well as for teachers to maintain good attendance therefore he focused on hiring more paraprofessionals to make sure the school always have extra hands to cover when needed. He informed the board that many school districts and school struggles with staffing and attendance and that they try to support the teacher as much as they can to provide additional comfort and assistance to the teachers. Principal Temel also informed the board that the school has many resources available for teachers use from instructional materials to curriculum, software, and computers. Principal Temel additionally mentioned that the TSMS has the second highest percentage of ESOL students in the district and that TSMS hired an ESOL coordinator and teachers and an additional paraprofessional assigned to the same department to improve the support to the ESOL population. Dr. Tozoglu stated that teachers do have a lot on their plates, and it may be good to create staff activities, dinners picnics or celebrations to boost morale and motivation. Dr. Tozoglu also asked about the enrollment numbers and Principal Temel said that the number at the beginning was 612 and then gradually the numbers declined to 562 which they predicted as there was a lot of mobility in town. Principal Temel stated that he is satisfied with the number in terms of financials but they are carefully monitoring the numbers as they have a waitlist to go ahead and enroll if needed.
5. **Approval of Board meetings minutes (05/21/2021)** - Dr. Tozoglu moved to approve the agenda items as it is presented. Dr. Bourassa 2nd the motion. **The Board unanimously approved the agenda item.**
6. **Approval of Out of Field Teachers** _ Dr. Tozoglu stated that this is a typical case where you may have teachers who may not have certification in the field they are teaching or assigned to work, and these staff will be supported to get the actual certification in the field by the end of the year. Dr. Tozoglu asked if LCS provided trainings and opportunities for these teachers to get their certification. Dr. Tozoglu moved to approve the agenda items as it is presented. Dr. Bourassa 2nd the motion. **The Board unanimously approved the agenda item**

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7. **Approval of Teacher Salary Increase Plan** -- Dr. Tozoglu stated that last year the state provided some funding to increase the salaries to highest level possible and this year TSMS was asked to come up with a new plan to show that what we had last year will work this year's funding too and if there remains additional money that needs to be used to increase further. Dr. Tozoglu mentioned that the funding was not enough and that the TSMS had to use general funds to further increase the salary. Mr. Yakisikli went over the plan and explained the increase which the base salary went up from 38 k to 43,500 k annually. Mr. Yakisikli also stated that there will be no surplus from this funding and TSMS will have the same base salary as LCS. Dr. Bourassa reiterated that these are reoccurring funds and Dr. Tozoglu mentioned that there are talks that this fund may become part of FTE so that we don't have to worry about the fund is coming each year or not. Dr. Tozoglu moved to approve the agenda items as it is presented. Dr. Baslanti 2nd the motion. **The Board unanimously approved the agenda item**
8. **Approval of Audit 2020-2021**-- Dr. Tozoglu stated that TSMS received the Audit report and that it looked good. In summary there were no findings and that for the fiscal year for 2020-21 there was a 1.2 m fund balance, and the school did not receive any management letter. Dr. Tozoglu pointed out that TSMS is doing great and in the future if lease becomes a challenge, then the school will be strong enough to attempt to purchase the property or school will be covered for any unexpected expenses. Dr. Tozoglu also reminded principal Temel to submit copies of the audit to the LCS and the Audit general's office. Dr. Tozoglu moved to approve the agenda items as it is presented. Dr. Baslanti 2nd the motion. **The Board unanimously approved the agenda item.**
9. **Approval of Covid Leave** – Principal Temel informed the Board that last year there was a paid Covid Leave and it went away this year but the Covid did not go away and that there are cases when staff is required to stay home and this was a concern in the district too and they were exploring what they could do and they come up with a plan and TSMS adopted a version of the plan where there were 3 conditions where employees could utilize this opportunity. Dr. Tozoglu moved to approve the agenda items as it is presented. Dr. Bourassa 2nd the motion. **The Board unanimously approved the agenda item.**
10. **Approval of Noninstructional Employee Disaster Bonus**-- Principal Temel stated that las year Governor awarded a one-time bonus to teachers and principals and no one else were eligible for the bonus. Principal Temel stated that he checked the financials and see if the school can provide the same to those who did not get the bonus and that he found out that the TSMS could do the additional bonus and came up with the plan. Dr. Tozoglu stated that it is always good to find opportunity to provide such supports to staff and teachers. Dr. Tozoglu also reminded the board that the school has enough cash to handle the amount. Dr. Tozoglu moved to approve the agenda items as it is presented. Mr. Gladwin 2nd the motion. **The Board unanimously approved the agenda item.**
11. **Title-I-** Principal Temel stated that the school is always making sure that TSMS is in compliance with the requirements and continues to submit relevant documents and work closely with the LCS Title-I office. However, principal Temel stated that some of the items such as parental involvement or parent activities are less due to Covid. He added that the funds from Title-I are being used and reimbursed from the LCS.
12. **School Financials-** Dr. Tozoglu asked Mr. Yakisikli to comment on the financials. Mr. Yakisikli provided the projected budget for current school year and went over the details. He stated that the TSMS receives FTE amount based on 552 students and the budget is made on 560 students and he pointed out that that the largest expense amount goes to instruction. Dr. Tozoglu asked if this was a conservatory budget and the ESSER II fund was not included in this budget and once the school received approvals from federal funds such as ESSER

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I and ESSER II they will be added to the budget and therefore the TSMS will be in way better position financially.

- 13. Closure of the meeting** – Dr. Tozoglu moved to adjourn the meeting. Mr. Bourassa 2nd the motion and the meeting were adjourned at 5:42



Dr. Dogan Tozoglu, President