



Board Approval of Minutes  
Approved:  
10-  
Board Chair's Signature: Tiffany Sperry  
Director's Signature: Jasmin Harris (designee)

**Back to Basics Charter School Foundation, Inc.  
Board of Directors Meeting  
Wednesday, September 14, 2022  
6PM  
10735 Raulerson Ranch Rd., Tampa, Fl. 33637  
Room #175**

**In attendance:** Ms. Lynne Volpe, Mrs. Tiffany Sperry, Ms. Creah Demps, Ms. Tahvia Shaw, Mr. Todd Amaden; Mr. Gil Schisler, Ms. Ashley Phelps

**Absent:** Ms. Alba Mas, Teacher Representative

**Call to Order – Ms. Tiffany Sperry** called the meeting to order at 6:00pm

**Public Comment on Agenda Items –None.**

**Approval of the August 10, 2022 Minutes –Ms. Sperry** asked for approval of the minutes, Mr. Schisler motioned for approval; seconded by Mr. Amaden. The board then voted unanimously to approve the minutes.

**Treasurer's Report – Mr. Gil Schisler (Attachment #1)**

**Principal's Report – Ms. Tahvia Shaw (Attachment #2)**

- a. Approval of Out of Field Teacher – Ashley Lee

**Faculty Report- N/A**

**PRA Report- Ms. Yamury Germino**

**Committee Reports:**

- **Finance Oversight- Mr. Gil Schisler**
  - Did Not Meet
- **Development – Committee Chair Vacant**
  - Did Meet. Report attached.
- **Governance-Dr. Lew Kirk**
  - Did meet. Report attached.
- **Building – Ms. Alba Mas**
  - Did Meet. Report attached
- **Academic and Standards – Ms. Lynne Volpe**

**New Business:**

- Approval of Out of Field Teachers

**Old Business:** None

**Public Comment:** 3 Minute Limit

**Adjournment** – Ms. Sperry called for a motion to adjourn the meeting at 6:45pm. Mr. Schisler motioned; seconded by Ms. Amaden. The board voted unanimously to adjourn the meeting at 6:45pm.

Minutes taken by: Creah Demps

Minutes respectfully submitted by: Creah Demps

# Treasurer's Report Attachment #1

## Back to Basics Charter School Foundation, Inc. Terrace Community Middle School Finance Committee

To: BTBCSF Board Members & Finance Committee  
From: Gil Schisler, Treasurer  
Date: 09/10/2022  
RE: August 2022 YTD Operating Results

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These results, as outlined in this report are based on unaudited financial data, and as such is to be used for informational purposes for management only and is not intended to convey Foundation financial data to the public.

**Revenues:**

YTD revenue total \$951.1k versus the plan of \$933.3k for a favorable variance of \$17.8k. FTE revenue are above the plan by \$85.4k. SIT funds have not been distributed to date and are below plan by \$55.8k.

**Expenses:**

YTD total spending totals \$957.0k vs the plan or \$1,003.5k for a variance of \$46.5k favorable.

**Net Asset Changes:**

YTD Net asset changes are of (\$5.9k) versus the plan of (\$70.2k). This is a favorable variance to the plan by \$64.3k, this combination of revenues and expense changes already discussed.

**Cash Balances:**

Cash balances and working capital liquidity increased by a net of \$75.4k month over month to \$1,469.9k. The balance of \$1,016.6k is available to meet current foundation needs.

All required tax obligations and District Financial filings are current and up to date.

Respectfully submitted,

Gil Schisler

# Terrace Community Middle School

## Balance Sheet

As of August 31, 2022

	<u>Total</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
<b>1000 Assets</b>	
<b>1100 CURRENT ASSETS</b>	
<b>1110 CASH-TOTAL</b>	
1111 FOUNDATION ACCOUNT-MAIN	0.00
1112 Challenge Grant Account	0.00
1113 Walton Family Grant	0.00
1115 TCS-OPERATIONS ACCOUNT	0.00
1116 TCS-PAYROLL ACCOUNT	0.00
1118 TCS capital-SIT funds	0.00
1119 IMPREST FUND-HEAD OF	0.00
<b>SCHOOL</b>	0.00
1121 Special Funds	0.00
1122 Building Account	0.00
1123 Josh Nolan Account	0.00
1150 Commerace Bank-Trustee	0.00
1151 Commerce COI Acct 7157658/9	0.00
1152 Rep-Foundation Account	70,659.18
1153 Rep-Operations Account	6,993.63
1154 Rep-Payroll Account	150,679.01
1155 Rep-Capitol Account	0.00
1156 Rep-Principal's Account	46,936.89
1157 Rep-Building Fund Account	0.00
1158 Rep-Special Funds Account	0.00
1159 CAPITAL - MM Republic	5,169.09
1166 BUILDING ACCT - Republic	0.00
1167 Money Market	730,119.42
1168 Band/Drama Acct	6,054.23
<b>Total 1110 CASH-TOTAL</b>	<u>\$1,016,611.45</u>
<b>Total 1100 CURRENT ASSETS</b>	<u>\$1,016,611.45</u>
<b>Total 1000 Assets</b>	<u>\$1,016,611.45</u>
1180 Trust Accounts-Commerce	0.00
1185 Trust Acct-Debt Reserve	0.00
1190 Trust Accr Restricted Reserve	0.00
1195 Trust Acct- Repairs Reserve	0.00
<b>Total Bank Accounts</b>	<u>\$1,016,611.45</u>
<b>Other Current Assets</b>	

1160 INVESTMENTS	0.00
1165 FOUNDATION INVESTMENTS	<u>7,299.49</u>
<b>Total 1160 INVESTMENTS</b>	<b>\$ 7,299.49</b>
1200 OTHER ASSETS	0.00
1205 Mortgage Proceeds - Mercantile	0.00
1210 DEPOSITS	0.00
1220 DUE FROM OTHER AGENCIES	65,000.00
1230 PRE-PAID EXPENSES	51,379.23
1231 ESSER Prepaid Funds	<u>329,702.28</u>
<b>Total 1200 OTHER ASSETS</b>	<b>\$ 446,081.51</b>
<b>Total Other Current Assets</b>	<b>\$ 453,381.00</b>
<b>Total Current Assets</b>	<b>\$1,469,992.45</b>
<b>Fixed Assets</b>	
1300 FIXED ASSETS	0.00
1310 LAND	0.00
1320 LAND IMPROVEMENTS	0.00
1330 BUILDINGS	0.00
1339 ACCUM DEPN BUILDINGS	<u>0.00</u>
<b>Total 1330 BUILDINGS</b>	<b>\$ 0.00</b>
1340 FURNITURE/FIXTURES	352,059.00
1349 ACCUM DEPN FURN/FIXTURES	<u>-203,710.45</u>
<b>Total 1340 FURNITURE/FIXTURES</b>	<b>\$ 148,348.55</b>
1350 VEHICLES	6,274.50
1359 ACCUM DEPN VEHICLES	<u>0.00</u>
<b>Total 1350 VEHICLES</b>	<b>\$ 6,274.50</b>
1360 CONSTRUCTION IN PROGRESS	0.00
1380 AUDIO VIDEO & PC SOFTWARE	10,625.69
1381 AUDIO / VIDEO EQUIPMENT	487,791.01
1388 ACCUM DEPN A/V EQUIPMENT	<u>-472,293.22</u>
<b>Total 1381 AUDIO / VIDEO EQUIPMENT</b>	<b>\$ 15,497.79</b>
1382 PC SOFTWARE	333,833.61
1389 ACCUM DEPN PC SOFTWARE	<u>-324,060.72</u>
<b>Total 1382 PC SOFTWARE</b>	<b>\$ 9,772.89</b>
<b>Total 1380 AUDIO VIDEO &amp; PC SOFTWARE</b>	<b>\$ 35,896.37</b>
<b>Total 1300 FIXED ASSETS</b>	<b>\$ 190,519.42</b>
<b>Total Fixed Assets</b>	<b>\$ 190,519.42</b>
<b>Other Assets</b>	
1400 OTHER DEBITS	
1425 Discounts on Bond issue	0.00
1430 Cost of Bond Issuance-7157658/9	0.00
1435 Restricted Reserve-7157661	0.00
1440 Restricted Debt Resv-7157630/1	0.00
1450 Reserve for Repairs-7157660	0.01

Total 1400 OTHER DEBITS	<u>\$ 0.01</u>
Total Other Assets	<u>\$ 0.01</u>
<b>TOTAL ASSETS</b>	<b>\$1,660,511.88</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2120 ACCOUNTS PAYABLE	<u>0.00</u>
Total Accounts Payable	<b>\$ 0.00</b>
<b>Other Current Liabilities</b>	
2100 Payroll Liabilities	0.00
2110 ACCRUED PAYROLL	0.00
2111 P/R ACCRUALS	147,000.00
2112 F.W.T. PAYABLE	7.81
2113 FICA-EE PAYABLE	627.83
2114 FICA-ER PAYABLE	971.41
2115 FLA SUI PAYABLE	563.25
2116 HEALTH INS PAYABLE	496.60
2117 PENSIONS PAYABLE	1,504.04
2118 OTHER P/R RELATED DEFFERALS	621.36
2119 Garnishments	<u>5,206.43</u>
Total 2110 ACCRUED PAYROLL	<b>\$ 156,998.73</b>
<b>2200 OTHER CURRENT LIABILITIES</b>	
2205 Current Portion of Mtg payable	0.00
2210 INSURANCE PAYABLE	0.00
2215 OTHER MISC, ACCRUALS	<u>0.00</u>
Total 2200 OTHER CURRENT LIABILITIES	<b>\$ 0.00</b>
2250 Interest Payable	0.00
2331 Loan Payable Republic	<u>0.00</u>
Total Other Current Liabilities	<b>\$ 156,998.73</b>
Total Current Liabilities	<b>\$ 156,998.73</b>
<b>Long-Term Liabilities</b>	
<b>2300 L-T LIABILITIES</b>	
2310 NOTES PAYAB;E	0.00
2315 PP SBA Notes Payable	0.00
2316 PP Loan Contra Acct	0.00
2320 N/P External	0.00
2330 CAPITAL LEASES-Alarm Mercantile	0.00
2340 MERCANTILE MORTGAGE-1	0.00
2341 Mercantile Mortgage #2	0.00
2342 Commerce Bank Mortgage	<u>0.00</u>
Total 2300 L-T LIABILITIES	<b>\$ 0.00</b>
2400 OTHER CREDITS	0.00

<b>Total Long-Term Liabilities</b>	<u>\$ 0.00</u>
<b>Total Liabilities</b>	<b>\$ 156,998.73</b>
<b>Equity</b>	
<b>3000 Opening Bal Equity</b>	2,304.50
<b>3900 Retained Earnings</b>	1,507,121.44
<b>Net Income</b>	<u>-5,912.79</u>
<b>Total Equity</b>	<u><b>\$1,503,513.15</b></u>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$1,660,511.88</b>

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**Terrace Community Middle School**  
**Budget vs. Actuals: FY2023( July 2022- June 2023) - FY23**  
**P&L**

July - August, 2022

	Total		
	Actual	Budget	over Budget
<b>Income</b>			
3001 TOTAL REVENUE			0.00
3100 FOUNDATION INCOME			0.00
3110 GRANT-DONATION INCOME			0.00
3111 CORPORATE GRANTS/DONATIONS		833.34	-833.34
3113 GENERAL PUBLIC DONATIONS	728.36	833.34	-104.98
<b>Total 3110 GRANT-DONATION INCOME</b>	<b>\$ 728.36</b>	<b>\$ 1,666.68</b>	<b>938.32</b>
3120 INVESTMENT INCOME			0.00
3121 INTEREST INCOME		1.66	-1.66
<b>Total 3120 INVESTMENT INCOME</b>	<b>\$ 0.00</b>	<b>\$ 1.66</b>	<b>1.66</b>
3130 SCHOOL BOARD REVENUE=FTE			0.00
3131 STATE FUNDS-FTE	875,866.21	790,485.88	85,380.33
3132 SIT FUNDS..CAPITAL OUTLAY		55,833.34	-55,833.34
3139 OTHER INCOME-FTE	-390.00	2,500.00	-2,890.00
<b>Total 3130 SCHOOL BOARD REVENUE=FTE</b>	<b>\$875,476.21</b>	<b>\$ 848,819.22</b>	<b>\$ 26,656.99</b>
3140 OTHER INCOME			0.00
3141 SCHOOL LUNCH INCOME	45,026.19	17,500.00	27,526.19
3143 STUDENT ACTIVITY/PROJECT INCOME			0.00
31431 FIELD TRIP RECEIPTS		0.00	0.00
31433 YEARBOOK RECEIPTS		0.00	0.00
31435 OTHER		100.00	-100.00
31436 Lab fees	4,411.00	10,000.00	-5,589.00
31437 Student Gov. Receipts		1,000.00	-1,000.00
31450 Book fees - consumables	18,700.50	30,000.00	-11,299.50
31457 After School Care Receipts	3,955.99	4,500.00	-544.01
31459 Music fees		1,000.00	-1,000.00
31469 Fundraising Income	1,568.06	3,300.00	-1,731.94
<b>Total 3143 STUDENT ACTIVITY/PROJECT INCOME</b>	<b>\$ 28,635.55</b>	<b>\$ 49,900.00</b>	<b>21,264.45</b>
3144 ATHLETIC DEPARTMENT			0.00
31442 STUDENT PAYMENTS-FEES		1,500.00	-1,500.00
31444 OTHER-ATHLETIC		100.00	-100.00
<b>Total 3144 ATHLETIC DEPARTMENT</b>	<b>\$ 0.00</b>	<b>\$ 1,600.00</b>	<b>1,600.00</b>
3145 P.R.A. ACTIVITIES			0.00
31452 TEAM TORNADO RECEIPTS		0.00	0.00
31453 SCHOOL STORE	1,253.00	3,800.00	-2,547.00



Total 3145 P.R.A. ACTIVITIES	\$ 1,253.00	\$ 3,800.00	2,547.00	-\$
Total 3140 OTHER INCOME	\$ 74,914.74	\$ 72,800.00	\$ 2,114.74	
Total 3100 FOUNDATION INCOME	\$951,119.31	\$ 923,287.56	\$ 27,831.75	
Total 3001 TOTAL REVENUE	\$951,119.31	\$ 923,287.56	\$ 27,831.75	
3440 Special Revenue			0.00	
3443 ESSER II		10,000.00	-10,000.00	
Total 3440 Special Revenue	\$ 0.00	\$ 10,000.00	10,000.00	-\$
Total Income	\$951,119.31	\$ 933,287.56	\$ 17,831.75	
Gross Profit	\$951,119.31	\$ 933,287.56	\$ 17,831.75	
Expenses				
5100 Basic instruction			0.00	
5100100 Basic Instruction salaries			0.00	
5100101 CLASSROOM TEACHER P/R	429,784.37	411,526.84	18,257.53	
Total 5100100 Basic Instruction salaries	\$429,784.37	\$ 411,526.84	\$ 18,257.53	
5100200 Basic Instruction Employee Ben.			0.00	
5100202 RETIREMENT / PENSION EXP.	14,603.97	20,576.34	-5,972.37	
5100203 FICA-ER EXP.	23,755.51	31,481.80	-7,726.29	
5100204 GROUP INS. EXP.		17,735.00	-17,735.00	
5100206 FLA SUI EXP.	314.05	412.68	-98.63	
5100207 OTHER P/R RELATED EXP	81,700.24	43,917.72	37,782.52	
Total 5100200 Basic Instruction Employee Ben.	\$120,373.77	\$ 114,123.54	\$ 6,250.23	
5100500 Basic Instr-material & suppl			0.00	
5100520 SUPPLIES-INSTRUCTIONAL	1,375.00	1,600.00	-225.00	
5100521 LAB EXPENSES	689.88	8,000.00	-7,310.12	
5100522 PROFESSIONAL DEVELOPMENT SUPPLIES	150.00		150.00	
5100541 BOOKS-CONSUMABLES	3,228.50	18,000.00	-14,771.50	
5100550 INSTRUCTIONAL EQUIPMENT		500.00	-500.00	
5100580 STUDENT ACTIVITIES-PROGRAMS		750.00	-750.00	
5100581 FIELD TRIP EXP.		0.00	0.00	
5100583 YEARBOOK EXPENSES	100.00	0.00	100.00	
5100585 OTHER	2,677.50	400.00	2,277.50	
5100586 SGA EXPENSES	378.00	200.00	178.00	
5100588 8th GRADE GRADUATION	1,002.50	0.00	1,002.50	
5100599 Music Expense		1,000.00	-1,000.00	
Total 5100500 Basic Instr-material & suppl	\$ 9,601.38	\$ 30,450.00	20,848.62	-\$
Total 5100 Basic instruction	\$559,759.52	\$ 556,100.38	\$ 3,659.14	
5600 Other Instructional			0.00	
5600100 Other Instr-salaries			0.00	
5600101 SUBSTITUTE TEACHER P/R	694.28	1,666.67	-972.39	
Total 5600100 Other Instr-salaries	\$ 694.28	\$ 1,666.67	972.39	-\$
5600200 Other instr-employee ben			0.00	
5600203 OI FICA ER	53.10	127.50	-74.40	

5600206 OI Fla SUI	5.65	1.67	3.98
			-\$
Total 5600200 Other instr-employee ben	\$ 58.75	\$ 129.17	70.42
			-\$
Total 5600 Other Instructional	\$ 753.03	\$ 1,795.84	1,042.81
6200 Instructional Media Services			0.00
6200500 Instr. media Svc-materials			0.00
6200590 OTHER MATERIAL & SUPPLIES		3,000.00	-3,000.00
			-\$
Total 6200500 Instr. media Svc-materials	\$ 0.00	\$ 3,000.00	3,000.00
			-\$
Total 6200 Instructional Media Services	\$ 0.00	\$ 3,000.00	3,000.00
7200 General Administration			0.00
7200300 Gen Admin purchases svc			0.00
7200301 PURCHASES & SERVICES EXP.	1,910.66	1,333.34	577.32
7200310 PROFESSIONAL & TECH. SERVICES	8,230.00	7,500.00	730.00
7200311 PROFESSIONAL DEVELOPMENT FEES	14,107.10		14,107.10
7200320 GENERAL & PROPERTY INSURANCE EX	14,596.70	75,000.00	-60,403.30
7200330 TRAVEL EXP.	110.90	2,500.00	-2,389.10
7200363 EQUIPMENT-OFFICE RENTALS	542.01	833.34	-291.33
7200371 TELEPHONE EXPENSES	2,309.73	5,000.00	-2,690.27
7200372 INTERNET EXPENSES	7,994.76	1,000.00	6,994.76
7200390 OFFICE EXPENSES	515.70	3,500.00	-2,984.30
7200395 CITY UTILITIES		333.34	-333.34
			-\$
Total 7200300 Gen Admin purchases svc	\$ 50,317.56	\$ 97,000.02	46,682.46
7200400 Gen Admin Energy svc			0.00
7200430 ELECTRICITY EXP.	1,053.68	8,333.34	-7,279.66
			-\$
Total 7200400 Gen Admin Energy svc	\$ 1,053.68	\$ 8,333.34	7,279.66
7200700 Gen Admin other exp			0.00
7200701 OTHER EXPENSES	4,198.75		4,198.75
7200703 INTEREST EXP.	-48.55		-48.55
7200704 FUND RAISING EXP		750.00	-750.00
7200710 District Service Fees	21,728.45	21,220.48	507.97
7200753 PRA TEAM TORNADO EXPENSES		0.00	0.00
7200755 PRA LUNCH EXP		250.00	-250.00
7200756 PRA OTHER EXPENSES		200.00	-200.00
7200760 BOARD EXPENSES		833.34	-833.34
7200781 ATHLETIC FACILITY RENTALS	300.00	50.00	250.00
7200782 REFEREE FEES	2,255.00	200.00	2,055.00
7200783 ATHLETIC UNIFORM EXPENSES		0.00	0.00
7200785 ATHLETIC REGISTRATION FEES	300.00	50.00	250.00
7200786 ATHLETIC EXPENSES-OTHER		750.00	-750.00
7200790 MISC. OTHER EXP.	108.10		108.10
7277702 MOVING EXPENSES	1,358.00		1,358.00
Total 7200700 Gen Admin other exp	\$ 30,199.75	\$ 24,303.82	\$ 5,895.93
			-\$
Total 7200 General Administration	\$ 81,570.99	\$ 129,637.18	48,066.19

7300 School Admin			0.00
7300100 School Admin Salaries			0.00
7300101 ADMINISTRATION P/R	152,155.12	153,755.50	-1,600.38
Total 7300100 School Admin Salaries	<b>\$152,155.12</b>	<b>\$ 153,755.50</b>	<b>1,600.38</b>
7300200 School Admin Empl Benefits			0.00
7300202 School Admin Retirement		7,687.78	-7,687.78
7300203 School Admin FICA ER	8,493.49	11,762.30	-3,268.81
7300206 School Admin Fla Sui	102.84	15.38	87.46
Total 7300200 School Admin Empl Benefits	<b>\$ 8,596.33</b>	<b>\$ 19,465.46</b>	<b>10,869.13</b>
Total 7300 School Admin	<b>\$160,751.45</b>	<b>\$ 173,220.96</b>	<b>12,469.51</b>
7600 Food Service			0.00
7600500 Food svc Material supplies			0.00
7600570 FOOD-LUNCH PROGRAMS	18,869.50	17,500.00	1,369.50
Total 7600500 Food svc Material supplies	<b>\$ 18,869.50</b>	<b>\$ 17,500.00</b>	<b>\$ 1,369.50</b>
Total 7600 Food Service	<b>\$ 18,869.50</b>	<b>\$ 17,500.00</b>	<b>\$ 1,369.50</b>
7900 Plant ops			0.00
7900300 Plant ops purchased svc			0.00
7900355 SUPPLIES-CUSTODIAL, OTHER	982.16	4,166.66	-3,184.50
7900358 Rent Exp	88,961.66	91,666.66	-2,705.00
7900360 RENTALS-LEASES	6,640.70	8,333.34	-1,692.64
7900362 ALARM SYSTEM-SECURITY	909.70		909.70
7900365 School Resource Officer	5,273.34	4,500.00	773.34
Total 7900300 Plant ops purchased svc	<b>\$102,767.56</b>	<b>\$ 108,666.66</b>	<b>5,899.10</b>
Total 7900 Plant ops	<b>\$102,767.56</b>	<b>\$ 108,666.66</b>	<b>5,899.10</b>
8100 Maintenance of Plant			0.00
8100300 Maintenance of Plant Services	1,925.00		1,925.00
8100340 REPAIRS MAINT. OFFICE		5,833.34	-5,833.34
8100350 REPAIRS & MAINTENANCE-FACILITY	29,994.90	7,500.00	22,494.90
Total 8100300 Maintenance of Plant Services	<b>\$ 31,919.90</b>	<b>\$ 13,333.34</b>	<b>\$ 18,586.56</b>
Total 8100 Maintenance of Plant	<b>\$ 31,919.90</b>	<b>\$ 13,333.34</b>	<b>\$ 18,586.56</b>
9100 Community Svc			0.00
9100100 Community Svc salaries			0.00
9100101 SUMMER/AFTER SCHOOL PROGRAM	640.15	200.00	440.15
Total 9100100 Community Svc salaries	<b>\$ 640.15</b>	<b>\$ 200.00</b>	<b>\$ 440.15</b>
Total 9100 Community Svc	<b>\$ 640.15</b>	<b>\$ 200.00</b>	<b>\$ 440.15</b>
Total Expenses	<b>\$957,032.10</b>	<b>\$1,003,454.36</b>	<b>46,422.26</b>
Net Operating Income	<b>-\$ 5,912.79</b>	<b>-\$ 70,166.80</b>	<b>\$ 64,254.01</b>
Net Income	<b>-\$ 5,912.79</b>	<b>-\$ 70,166.80</b>	<b>\$ 64,254.01</b>

# Principal's Report Attachment #2

## Principal's Report

1. Mrs. Ashley Lee has returned to TCMS to teach the computer courses. She will be teaching out of field this school year and is in the process of getting her certification for Computer Science. I am asking the board to approve her out of field assignment for this school year.
2. TCMS is in week two of the FAST progress monitoring assessment. 6<sup>th</sup> grade students tested on the computers for a statewide test for the first time. All went smoothly. Next week the students will complete their math assessments. Results are supposed to be available 14 days after the conclusion of the assessment and results will be report to parents through a parent portal.
3. TCMS is well into our Team Tornado fundraising campaign. To date students have raised \$33,503. 8<sup>th</sup> grade is in the lead for our grade level competitions. This year's theme is Harry Potter. Students appear to be very excited about the theme.
4. The New TCMS website is almost ready to launch. Below is the updated mockup:  
[https://pmfiles.educationalnetworks.net/showimage.jsp?filepath=pmfiles-3/Active/TECOMS/mockups/Terrace\\_V10b.jpg&ofe=jpg](https://pmfiles.educationalnetworks.net/showimage.jsp?filepath=pmfiles-3/Active/TECOMS/mockups/Terrace_V10b.jpg&ofe=jpg) . We are in communication with the design team at Educational Networks who is building our website and have asked for a couple changes.
  - a. We are asking for the National Blue Ribbon Shield to be bigger.
  - b. We are asking for them to remove the tornado watermark on the opening phone.
  - c. We are asking for the background on the grade level pages to be black

## Building Committee Report Attachment #3

Back to Basics Charter School Foundation, Inc.  
Building Committee Meeting  
Wednesday, August 10, 2022 at 5:30 PM

**In attendance:** Mr. Gil Schisler, Mr. Todd Amaden, Ms. Alba Más, Ms. Tahvia Shaw ,  
Mr. Scott Lebow

The engineer/contractor has not gotten back with Mr. Amaden regarding setting up a meeting to go over their proposed design costs. Mr. Amaden is to set up a meeting before the next Board meeting.

Staff found out that there is a plan by the building owners to split the P.E. field in half with a fence to assign half of it to the elementary school. The field is supposed to be dedicated to TCMS. No notice has been given to staff or any discussion of the plan. Mr. Schisler will speak to Ashe regarding our expectations..

Alba Más  
Building Committee Chair

# PRA Report Attachment #4

## PRA Agenda

### Past Events (August):

- Barnes and Nobles Night- Great turn out, lines were a bit long for check out and we did run out of a 6<sup>th</sup> grade novel. Notes on event will be brought up to B&N for next year's event. Any other feedback please let me know...
- PDQ- Total sales for the evening were \$1905.21. We receive 20% of the sales (\$381.04) PDQ will round it up to \$400.

### Current and Upcoming Events (September/October):

- Clothes Closet- Coordinators will be coming in next week to organize cubbies with correct sizing. Once everything is set up, we will resume the pick-up and drop-off of dirty laundry.
- Book Fair- Coordinators Amy and Alexandra please reach out to Ms. Diaz. We will need lots of volunteers for this event, be on the lookout for a sign up beginning of October. Dates 10-31/11-04
- Team Tornado- Coordinators for this event need to reach out to Ms. Shaw so she can go over what she needs from PRA. Coordinators will have to create a sign up for donations needed and this needs to be set up ASAP!

## **Grade Level Coordinators Information**

\*GLA's please check on a monthly basis which events you are overseeing and follow up with the coordinators in charge. If you need any help or have any questions regarding an event do not hesitate to reach out.

### 6<sup>th</sup> GLA:

- Great American Teach In- Coordinator Amy Perez (reports to Mr. Oswald). Reach out beginning of October, date of event is 11/20.
- Holiday Shop- Alexandra Castaldi & Angeliqwe Powell (reports to Ms. Shaw, Mr. Gonzalez and PRA Representative). Date of event 12/13-12/16 with a delivery date of 12/08 to begin setting up shop.

### 7<sup>th</sup> GLA:

- Team Tornado- Coordinators Venky, Tiarra and Jan reports to Ms. Shaw and Mr. Gonzalez.
- Book Fair- Coordinators Amy Perez & Alexandra Castaldi reports to Ms. Diaz.
- Trot Thru The Terrace- If you are a coordinator for this event please contact Blythe to find out ways to help out. Reports to Ms. Shaw and Mr. Gonzalez.
- Spirit Night- Coordinators SeAnna and Jan reports to Mr. Gonzalez and PRA.  
\*Notes: We would like to offer these events once a month. Kona Ice is being

offered the second Tuesday of every month and Spirit Nights should probably be held the third week of the month. Any thoughts?

8<sup>th</sup> GLA:

- Teacher's Holiday Luncheon- Coordinators Elle Doddard and SeAnna Ellis, reports to Ms. Shaw and PRA.

**Final Questions/Additional Comments:**

- Scoliosis Screening
- Fall Festival Cancellation
- Holiday Parent Mixer
- Carpool Issues
- Sign up for PRA group chat
- Link for general volunteers will be sent out during our next school newsletter.
- Next PRA meeting October 13<sup>th</sup> at 6:00pm on campus and virtual.

\*\*\*Sign up Info: [volunteers@tcmstornadoes.com](mailto:volunteers@tcmstornadoes.com) password: Tcms1819!

## Development Committee

### Attachment #5

In Attendance: Tiffany, Seanna, Christian and Ashwini

Discussed the tri-fold previously created. Team will take a fresh look at it to review collectively.

Discussed the website redesign. The development committee will collaborate on providing feedback on the giving page of the new website. Explored potential other venues for Social media interaction such as twitter and Instagram. We will need to keep the current fresh and relevant to engage the audience.

Capital campaign for gym - Still awaiting a formal quote following which a business plan can be put together.

Potential opportunity to collaborate with PRA to drive our agenda further. Also discussed the need for additional members in the development committee after the chair is identified.

#### Actions:

Work on tri-fold on school for marketing purposes.

Ashwini will reach out to Ms. Tahvia Shaw for providing feedback on website.

Follow up on status of TV approved for school to display donors and other information.

Follow up on a quote for potential carport.