



Governing Board Meeting

Monday, April 21, 2025, 6:00PM

TSC Fine & Performing Arts Center – Room 104

VISION

Tallahassee Collegiate Academy graduates will be lifelong learners and contributors to society through STEM careers and continued education.

MISSION

Tallahassee Collegiate Academy will prepare a diverse population of students for high-demand, high wage positions through rigorous coursework leading to an associate degree in a science, technology, engineering, or mathematics (STEM) field concurrent with a high school diploma.

Agenda

1. Call to Order
2. Approval of Minutes from March Meeting
3. Board Member Opening Comments
4. New Business
 - a. Principal's Report
 - i. Student Presentation: Esinam Agama, Poetry Out Loud State Winner
 - ii. Cognia Accreditation
 - iii. Kennedy Space Center Field Trip
 - iv. EOC Exam Jams
 - v. Student Recognition
 - b. Enrollment Update
 - c. Budget Update – Dr. Barbara Wills
5. Items for Consideration
6. Announcements
 - a. Upcoming Events Report
7. Public Comment
8. Adjourn

Next Meeting: Monday, May 19, 2025 (Regular Meeting)

**Minutes
Tallahassee Collegiate Academy
Charter School Office
444 Appleyard Drive
Tallahassee, FL 32304
Monday, March 24, 2025**

Board Meeting

On March 24, 2025, the Tallahassee Collegiate Academy (TCA) Board of Trustees meeting was called to order by Trustee Karen Moore at 6:00 p.m.

Members Present: Board Chair Karen Moore, Trustees David Clark, Randy Pople, and James Taylor.

Absent: Trustee Kim Kelling, Jessica Chapman

Via Phone/Zoom: None

Others Present: Patricia Pagozalski, Matthew Gregory, Calandra Stringer, Barbara Wills, Melanie Larson, Tricia Rizza, Christy Bailey, Katie Seitzinger, Bronwen West, Elisa Reino, Brandy Harris, and Amanda Clements.

COMMENTS:

- i. **Board Chair** – Trustee Moore opened the meeting by welcoming guests and thanking faculty, leadership, and staff for their continued commitment to student success. Trustee Moore announced that Principal Jessica Chapman, currently on FMLA leave, has submitted her resignation effective June 30th. A deep appreciation was expressed for Principal Chapman’s founding leadership and contributions to the school on behalf of Trustee Moore and the entire board. Her leadership brought in hiring faculty and staff with innovative teaching methods and passion, leading to an “A” school rating in the very first year TCA was open. A search for a new principal will begin in partnership with Tallahassee State College for the next academic year. Trustee Moore reiterated the Board’s commitment to transparency, support, and collaboration with faculty and staff during this transition.
- ii. **Board Members-** Trustee Taylor expressed trust in the school’s leadership and staff, noting the team’s resilience and dedication. Trustee Clark echoed the comments from Trustee Taylor. The members of the board emphasized continued support for both student success and staff well-being during this period of change. Board Chair Moore thanked Tallahassee State College for the work they have done, before, during, and after, to support this institution.

APPROVAL OF MINUTES

1. February 17, 2025

Requested Board approve February board meeting minutes as presented.

MOTION: Trustee Pople **SECOND:** Trustee Taylor
Motion passed unanimously.

NEW BUSINESS

a. Principal’s Report

Assistant Principal Pagozalski provided an update on recent TCA events. Dean Gregory shared his experience with attending the state Robotics competition over spring break, where TCA students participated in the regional competition. Unable to compete in the novice category this year, he highlighted that TCA students built a functioning, programmed robot that scored

points and won several matches. A special shoutout was given to Ms. Perry, robotics teacher, for her dedication, as well as to all the parent and TSC volunteer supports.

Assistant Principal Pagozalski shared details on the Exhibition Night, led by Ms. Bailey, TCA Lead Teacher. TCA hosted the student-led exhibition night to showcase academic work and programs to current and prospective families. Highlights of the night included performances by Flight music club, Poetry Out Loud contestants, and the SOAR dance club.

TCA student Esinam Agama competed in the State Poetry Out Loud competition and came in First Place! She will be representing TCA in Washington, D.C., where she will compete in the National Poetry Out Loud Competition.

For information only, no Board action required.

b. Academic Update – Board Workshop – Dual Enrollment

Update provided in the format of a workshop by Dr. Tricia Rizza covering Dual-Enrollment at TCA from the college perspective; this academic update was in response to a previous board question. The TCA charter was founded with a mission to provide students with an accelerated pathway to college into the workforce, with the goal of earning a high school diploma and an AS degree simultaneously. Dr. Rizza outlined four key areas in dual enrollment: eligibility, credit progress, program completion, and support strategies. Students must have a 3.0 GPA and demonstrate college readiness through standardized testing. The current eligibility data of students attending TCA and are “fully” or “partially” eligible for dual enrollment classes was shared. “Fully eligible” refers to readiness in English, reading, and math, whereas “partially eligible” is eligibility only in select areas.

For information only, no Board action required.

c. Budget Update

An update on the TCA budget was provided by Dr. Barbara Wills. An update on the TCA budget was provided; a summary of revenues and expenses as of February 28th, 2025, was provided. FTE distributions are being collected and reported as expected; expenditures remain on track and within budget. An auditing firm is currently reviewing the 2023-2024 financials, and the audit is expected to conclude within the next week. Results will be presented to the Finance Committee, with a report to follow for the Board.

For information only, no Board action required.

ITEMS FOR CONSIDERATION

a. Enrollment 2025-2026

Update provided by Assistant Principal Pagozalski. At the time of this memorandum, there were 274 students enrolled: 114 9th graders, 99 10th graders, 49 11th graders, and 12 12th graders.

Assistant Principal Pagozalski requested Board approval on the enrollment goal for the upcoming 2025-2026 school year, to fill 100 seats for incoming ninth-grade students.

MOTION: Trustee Clark

SECOND: Trustee Pople

Motion passed unanimously.

ANNOUNCEMENTS

a. Upcoming Events Report

Assistant Principal Pagozalski provided an overview of upcoming events for the Spring semester.

PUBLIC COMMENTS

- a. **Christy Bailey** – Ms. Christy Bailey addressed the Board regarding enrollment for the 2025-2026 school year. Speaking on behalf of the staff, she emphasized full support for TCA’s mission and the importance of preparing students for dual enrollment. She highlighted staff concerns about the long-term sustainability of admitting students who may not yet be ready for the rigor of dual enrollment. The Board thanked her for her comments and affirmed their interest in collaborating with staff on future strategies during the application process.
- b. **Katie Seitzinger** – Ms. Katie Seitzinger addressed the Board to express the importance of including teachers in conversations regarding changes and shaping the future of TCA, suggesting the formation of a committee composed of TCA teachers, staff, and TSC representatives to bridge the gap between the K-12 and college environments. The Board expressed support for the idea and acknowledged the importance of increasing teacher involvement in strategic planning and decision-making processes moving forward.
- c. **Bronwen West** – Mrs. Bronwen West addressed the Board to share her thoughts on the Future of TCA, including student accountability and support. Sharing from her own person experience, Mrs. West emphasized the importance of setting clear academic expectations, highlighting the need for constructive conversations with both students and parents when academic performance is lacking. She advocated for a balance between support and challenge. The Board concurred with her comments, reinforcing their shared commitment to student success and accountability.

NEXT MEETING DATE

April 21, 2025 at 6:00 p.m.

Location: **TSC Main Campus**

ADJOURNMENT

Board Chair Moore adjourned at 7:10 p.m.

Minutes approved at the business meeting of the Board of Trustees on (Date) _____.

Karen Moore
Chair

Jim Murdaugh, Ph.D.
President/Superintendent



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April 21, 2025

M E M O R A N D U M

TO: Governing Board for Tallahassee Collegiate Academy

FROM: Patricia Pagozalski, Assistant Principal

SUBJECT: Enrollment Update

Item Description

This item provides an overview of the current enrollment numbers for the 2024-2025 school year, and update on enrollment numbers for 2025-2026.

Overview and Background

TCA currently has 269 students enrolled as follows: 9th graders = 111, 10th graders = 98, 11th graders = 48 and 12th graders = 12.

The goal is to fill 100 seats for 9th graders as TCA moves into the 2025-2026 school year. As of April 17, 2025, TCA has received 241 applications. There are 112 applications for potential 9th graders and 30 have completed enrollment meetings and been admitted. Meetings are continuing and the application period has been extended until May 16, 2025.

TCA is also surveying current students to determine who will be returning to TCA next year.

Funding/ Financial Implications

None

Past Actions by the Board

None

Recommended Action

None



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M E M O R A N D U M

TO: Governing Board for Tallahassee Collegiate Academy
FROM: Patricia Pagozalski, Assistant Principal
Dr. Barbara Wills, Vice President, TSC
SUBJECT: Budget Update

Item Description

This item provides an update on the TCA Budget.

Overview and Background

In accordance with Florida Statute 1002.33(9) the governing board of the charter school shall annually adopt and maintain an operating budget. The LEA and School monitors the operating fund activity to ensure approved budget limits are maintained. This form is provided in accordance with Statute, which requires charter schools to provide annual financial report and program cost report information in the state-required formats for reporting.

The 24-25 budget is based on an enrollment of 275 students and using the Florida Department of Education revenue generating formula for charter schools. The budget maintains a 5% contingency and a balanced budget.

The TCA Finance Committee did meet this month.

Funding/ Financial Implications

None

Past Actions by the Board

None

Recommended Action

Presented as an information item only.

TALLAHASSEE COLLEGIATE ACADEMY BUDGET REPORT 2024-25
THROUGH MARCH 2025

FY25 Revenue	MONTH ACTUAL	MONTH BUDGET	YTD ACTUAL	YTD BUDGET	% of YTD BUDGET
July	\$ 212,294.00	\$ 209,315.25	\$ 212,294.00	\$ 209,315.25	101
August	\$ 212,537.00	\$ 209,315.25	\$ 424,831.00	\$ 418,630.50	101
September	\$ 212,537.00	\$ 209,315.25	\$ 637,368.00	\$ 627,945.75	102
October	\$ 231,842.00	\$ 209,315.25	\$ 869,210.00	\$ 837,261.00	104
November	\$ 212,537.00	\$ 209,315.25	\$ 1,081,747.00	\$ 1,046,576.25	103
December	\$ 220,949.00	\$ 209,315.25	\$ 1,302,696.00	\$ 1,255,891.50	104
January	\$ 213,939.00	\$ 209,315.25	\$ 1,516,635.00	\$ 1,465,206.75	104
February	\$ 213,939.00	\$ 209,315.25	\$ 1,730,574.00	\$ 1,674,522.00	103
March	\$ 118,368.00	\$ 209,315.25	\$ 1,848,942.00	\$ 1,883,837.25	98
April		\$ 209,315.25	\$ 1,848,942.00	\$ 2,093,152.50	88
May		\$ 209,315.25	\$ 1,848,942.00	\$ 2,302,467.75	80
June		\$ 209,315.25	\$ 1,848,942.00	\$ 2,511,783.00	74

FY25 Expenditures	MONTH ACTUAL	MONTH BUDGET	YTD ACTUAL	YTD BUDGET	% of YTD BUDGET
July	\$ 127,991.28	\$ 193,115.09	\$ 127,991.28	\$ 193,115.09	66
August	\$ 159,806.64	\$ 193,115.09	\$ 287,797.92	\$ 386,230.17	75
September	\$ 147,419.81	\$ 193,115.09	\$ 435,217.73	\$ 579,345.26	75
October	\$ 153,861.03	\$ 193,115.09	\$ 589,078.76	\$ 772,460.34	76
November	\$ 151,423.00	\$ 193,115.09	\$ 740,501.76	\$ 965,575.43	77
December	\$ 156,319.23	\$ 193,115.09	\$ 896,820.99	\$ 1,158,690.52	77
January	\$ 166,271.29	\$ 193,115.09	\$ 1,063,092.28	\$ 1,351,805.60	79
February	\$ 191,399.70	\$ 193,115.09	\$ 1,254,491.98	\$ 1,544,920.69	81
March	\$ 222,534.00	\$ 193,115.09	\$ 1,477,025.98	\$ 1,738,035.77	85
April		\$ 193,115.09	\$ 1,477,025.98	\$ 1,931,150.86	76
May		\$ 193,115.09	\$ 1,477,025.98	\$ 2,124,265.94	70
June		\$ 193,115.09	\$ 1,477,025.98	\$ 2,317,381.03	64



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April 21, 2025

M E M O R A N D U M

TO: Governing Board for Tallahassee Collegiate Academy

FROM: Patricia Pagozalski, Assistant Principal

SUBJECT: Upcoming Events Report

Item Description

This item details the upcoming events at Tallahassee Collegiate Academy for the spring semester.

Overview and Background

4/28-5/2 Teacher Appreciation Week
5/1 Biology EOC
5/6 PM3 ELA
5/8 Alg. 1 / Geometry EOC
5/13 TCA Graduation 6pm
5/14 US History EOC
5/19 Final Exams 1st, 3rd, 5th
5/20 Final Exams 2nd, 4th, 6th
5/23 Last Day of School

Funding/ Financial Implications

None

Past Actions by the Board

None

Recommended Action

This item was presented for informational purposes only.