

**Wakulla COAST Board Meeting**  
**Monday, October 16, 2023**  
**Meeting Minutes**

**Location:** COAST Charter School - 48 Shell Island Road, St. Marks, Florida

**Board Members in Attendance:** John Nichols, Alan Wittmier, Nancy Stokely, Amy Delaney joined by phone

**Others in Attendance:** Jeffrey LaChapelle, Lesley Gerrell, Christine Dichio

**Call to Order:** The meeting was called to order at 6:06 p.m. by Alan Wittmier.

**Public Comments:** None

**District Update:**

- None

**Approval of Minutes from September 25, 2023**

- John Nichols motioned to approve the minutes. Nancy Stokely seconded the motion. All in favor - Motion passed

**Addition made to the agenda:** Addendum

- Plans for Principal Transition\*
- Nancy Stokey made a motion for the addendum to the agenda. John seconded the motion. All in favor.
- The Board asked Jeffrey LaChapelle if he had recommendations for an interim principal.
- The board has asked Jeffrey LaChapelle to develop an interim principal or co-principal position breakdown and any pay stipend involved.

**Board Resolution & Board Membership\***

- Open Board discussion based on board member addition interviews.
- Nancy Stokely summarizes the interviews and the benefits of adding both candidates to the board. Gave pros of the background knowledge that both candidates would bring.
- Opened voting to extend the board from 5 members to 6 members. Nancy made a motion to increase board membership to 6. John seconded the motion. All in favor. Motion passes
- Nancy Stokely nominated Jamie Gray as a new board member. John Nichols seconded the motion to add Jamie Gray to the board. All in favor - motion passed
- John Nichols nominated Amy Sheddian as a new board member. Nancy Stokely seconded the motion to add Amy Sheddian to the board. All in favor - motion passed
- Jeff LaChapelle will set up the training and renewal training for board members and send it out to board members.
- Jeff will send the information for new members - Welcome notification and fingerprinting.

**Principal Job Description\***

- Jeff LaChapelle presented a job description to the board members at the last meeting. Meeting tonight to open voting for acceptance of the presented job description.
- John made a motion to accept the principal job description as presented. Nancy seconded the motion. All in favor. Motion passed.

**School Update:**

- FTE week just ended - snapshot has been taken by the district.
- Wrapping up FTE and looking at the budget changes/updates for the December budget reorganization.

- Interviews completed. We have hired a teacher to take over our 6th-grade class. Looking at a start date of October 23, 2023
- Past employee returning. Mrs. Rodgers will return and take over over either our 4th grade class or our 8th grade class. Opening up the options to place Mr. Rolle in our PE position or Move our 8th-grade teacher back in the RTI role working with Mrs. Bryan.
- Options for principal openings - Jeffrey LaChapelle offered options of interim principal and thoughts on how to search for new candidates.
- Nancy and John would like to see more aggressive search techniques for hiring a principal.
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#### **Adjournment**

- The motion to adjourn the meeting at 7:26 p.m. was made by John Nichols and seconded by Nancy Stokely. All in favor - Motion passed.