

**OKALOOSA ACADEMY, INC.
MEETING OF THE BOARD OF DIRECTORS
MINUTES**

Date: August 20, 2014
Time: 2:30 PM
Location: Fort Walton Beach Campus

- I. **Call to Order, Review of Public Notice, Roll Call**
The Meeting was called to order by Chairman, Fred Carrender at 2:27 pm. Board Members Present were; Fred Carrender, Major Gregg Gaddis Jo Henderson, and Jerry White. Guest Present included; Dr. Bill Rader, Terri Roberts, Ray Samson, Christol Jarrett, Stephanie Glover and Debbie Brown.
- II. **Approval of Minutes, June 3, 2014**
The minutes were approved on a motion by Jo Henderson, seconded by Jerry White.
- III. **Approval of Agenda**
The Agenda was approved on a motion by Mr. White, seconded by Ms. Henderson.
- IV. **Public comment by preregistered guest-if any-None**
- V. **Consent Items**
 - A. **Personnel Recommendations/Changes**
Mr. Ray Sansom, Vice President of Human Resources and Administration, presented a list of all employees for both Okaloosa Academy and the DJJ program schools. The Personnel Recommendations and changes were approved on a motion by Maj. Gaddis, seconded by Mr. White.
- VI. **Report and Discussion**
 - A. **Financial Reports**
 - a. **FY 13/14 Unaudited Financial Statement**
Ms. Terri Roberts, Chief Operating Officer and Chief Financial Officer, presented the Unaudited Financial Statement for the period ending June 30, 2014. The unrestricted balance at the end of June, was \$200,921. The final audit is due by September 15th.
 - b. **FY 14/15 Budget Update**
Ms. Roberts gave an update on the Budget for FY 2014/15. Due to the new facility, it was necessary to revise the budgets for the FWB and Crestview sites into a combined budget with a projected FTE of 392. The current enrollment is 373 and growing.

Ms. Roberts reported that some of the changes in the budget included the following: Salaries have increased and the number of employees has increased; We will receive funding through E-Rate for some of the communication and internet expenses; and Capital funding is expected to decrease this year.

The 2014/15 Budget for Okaloosa Academy was approved on a motion by Mr. White, seconded by Ms. Henderson.

Ms. Roberts gave an update on the Budget for the DJJ Program. The DJJ program will contract with Okaloosa County School District for key employees. The other employees will receive an annual salary during the school year and paid hourly for 5.5 hours in the summer months. If the FTE numbers meet the projection of 162, then the reserve is budgeted for \$134,137.

The 2014/15 Budget for the DJJ program was approved on a motion by Ms. Henderson, seconded by Mr. White.

B. Exchange Agreement with Okaloosa County School District

Ms. Roberts signed the Pre-Closing Agreement in order to occupy the facility on July 16, 2014. She presented the Exchange Agreement, which exchanged the Crestview property and portables for the Combs New Heights School in Fort Walton Beach. Included in this agreement, the School District will maintain the property insurance. Okaloosa Academy will provide the insurance coverage for the contents. There is a clause that the property reverts back to the School District if the property is no longer used as a Charter School.

The Exchange Agreement with Okaloosa County School District was approved on a motion by Maj. Gaddis, seconded by Ms. Henderson.

C. Director's Report

Ms. Christol Jarrett, Director for the Okaloosa Academy, reported the move to the new facility has been a challenge, but the staff has pulled together to get everything moved in four weeks. The Open House event was a huge success with over 300 people in attendance. The first day of school was a success and the students are proud of their new school. She has experienced great support from the community and parents.

Due to combining the campuses, they were able to hire a new Dean, so the school has both a male and female Dean for various student needs. The Hollywood Boulevard Baptist Church pledged funds for the ISS and Detention room renovations. The Elementary Program (LEAP) is going well and they are currently working on a referral process with the District.

Ms. Jarrett complemented Ms. Glover on the High School Program.

Ms. Glover reported that the addition of Music and Art were a good addition to the program. The music teacher is a classically trained opera singer and has a great rapport with the students.

D. Management Report

Mr. Sansom reported that Mr. Eddins has been doing a great job with the DJJ Program.

Mr. Sansom requested that the Board approved the use of the facilities by the Pen and Pencil Organization. This group provides mentoring programs for our students. On a motion by Mr. Carrender, seconded by Maj. Gaddis, the contract with Pen and Pencil was approved.

He also requested that the Board approve the continuing contract with Faith Sanctuary of Praise. This church has been using the facilities for several

years and would like to continue the arrangement with Okaloosa Academy. They use the facilities on Sundays and Wednesdays and pay \$300 per month for the utilities and miscellaneous expenses. On a motion by Mr. Carrender, seconded by Maj. Gaddis, the Contract with Faith Sanctuary of Praise was approved.

Dr. Rader, President of The Rader Group, complemented Mr. Sansom for his efforts in obtaining the new facility for the school. He also complemented Ms. Jarrett on her leadership in making this move happen so quickly.

VII. Other Action Items - None

IX. Emergency Items-None

X. Public Comment on Non-Agenda Items-None

XI. Board Member Matters

Ms. Henderson wanted the Board to recognize Ms. Jarrett and Ms. Glover on their achievements with Okaloosa Academy.

XII. Adjournment

Maj. Gaddis made the motion to adjourn, and seconded by Mr. White. The meeting was adjourned at 3:35 P.M.

Respectfully Submitted,

Debbie Brown, Acting Recorder