

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

**Date:** November 9, 2016  
**Time:** 2:30 pm  
**Location:** Okaloosa Academy  
720 NW Lovejoy Road  
Fort Walton Beach, FL 32548

- I. **Call to Order, Review of Public Notice, Roll Call**
- II. **The Meeting was called to order by Board Chairperson, Fred Carrender at 2:26 pm. Board Members present were: Jimmy James, Fred Carrender and Greg Gaddis. Guests present included: Allison Schnell, Ray Samson, Terri Roberts, Stephanie Glover, Forrest Ward and Amy Pupo.**
- III. **Approval of Minutes, July 27th, 2016**  
The minutes were approved on a motion by Maj. Gaddis, seconded by Mr. James.
- IV. **Approval of Agenda**  
The draft agenda was approved on a motion by Mr. James, seconded by Mr. Carrender.
- V. **Public comment by preregistered guest-if any**  
N/A
- VI. **Academic Spotlight – both Math Teachers Ms. Lones and Mr. Slagle presented to the board their popular modes of instruction. Ms. Lones talked about the challenges she faces and how she combats them. Mr. Slagle explained his methods and the different types of learning tools he exhibits.**
- VII. **Consent Items**  
**Personnel Recommendations/Changes**  
Personnel recommendations and changes were reviewed. The report was approved without comment on a motion by Mr. Gaddis, seconded by Mr. James.
- VIII. **Report and Discussion**
  - A. **Financial Reports**

Ms. Terri Roberts, CFO, presented the financial information to the board. She broke the two schools out separately.

Okaloosa Academy

    1. **FY 2015-16 Audited Financial Statements - Ms. Roberts presented the audited financial statements and went over the auditor's reports. There were no findings in the audit and the internal controls did not show any weaknesses or deficiencies. The financial condition for the school is in good shape. The statements were approved on a motion by Mr. James, seconded by Mr. Gaddis.**
    2. **FY 2016-17 Budget Amendment – the budget amendment was presented; FTE was down from 330 (on the last meeting's projected budget) to 290 in October. Today's FTE was 281. Reductions were made in Salaries. The school needs to reach 310 for February 2017's FTE count. Capital funds are being held due to the new state rule, information with the calculation and formula is forthcoming. There is no real change in the Title I budget from last year. The budget amendment was approved on a motion by Mr. Carrender, seconded by Mr. Gaddis.**
    3. **FY 2016-17 Current Financial Statements - The quarterly financial statements for the period ending September 30, 2016 was**

presented. It included a Statement of Revenues, Expenditures and Changes in Fund Balances. The reports were approved on a motion by Mr. Gaddis, seconded by Mr. James.

4. Review of draft of IRS Financial Form 990 – both Okaloosa Academy and Okaloosa Academy - DJJ are included in the IRS draft. Ms. Roberts mentioned that the numbers all agree and expect no changes to the draft.

**Okaloosa Academy - DJJ**

5. FY 2016-17 Budget Amendment - the budget amendment was presented; There is no difference in revenue from the projected budget presented at the last board meeting. A recalculation will occur in January 2017. The budget amendment was approved on a motion by Mr. Carrender, seconded by Mr. James.
6. FY 2016-17 Current Financial Statements - The school's Profit and Loss and Balance Sheet reports were presented and discussed. The financial statements were approved on a motion by Mr. Carrender, seconded by Mr. James.

**B. Directors' Reports**

Ms. Glover presented handouts for both her grade levels and also for Ms. Jarrett's, who was unable to attend the meeting. There are many events scheduled to take place in the fall and holiday season, the students are excited for the participation and involvement. Mr. Ward spoke on behalf of his school, Okaloosa DJJ. He talked about how great a job Mr. Kevin Wagner is doing to assist students in finding potential employment and working with them to secure vocational opportunities.

**C. Management Report**

Dr. Rader was unable to attend the meeting. Ms. Roberts reported that there are no significant updates to the FBI investigation. The school is starting to receive many of their files back that were taken back in July.

**IX. Other Action Items**

- A. Wellness Policy – the updated and revised Wellness Policy was presented and reviewed. It was approved on a motion by Mr. James, seconded by Mr. Gaddis.

**X. Emergency Items**

N/A

**XI. Public Comment on Non-Agenda Items**

N/A

**XII. Board Member Matters**

Mr. Carrender brought up the board member's current standing regarding seats. The present seat assignments will remain, with Mr. Carrender as Chairperson, Maj. Gaddis as Vice Chairperson, Ms. Henderson as Secretary, and Mr. James as board member. This was approved on a motion by Mr. James, seconded by Mr. Gaddis. The next board meeting is tentatively scheduled for March 2017, date and time to be determined.

**XIII. Adjournment**

The meeting was adjourned by Mr. Carrender at 4:00 pm. Both Mr. Gaddis and Mr. James approved.

Respectfully Submitted,

*Amy Pupo, Acting Recorder*