

**OKALOOSA ACADEMY CHARTER SCHOOL  
MEETING OF THE BOARD OF DIRECTORS  
MINUTES**

Date: Tuesday, October 25, 2022

Time: 10:00am

Location: Okaloosa Academy Charter School/ Meeting also accessible via Zoom  
720 Lovejoy Road NW  
Ft. Walton Beach, FL 32547

I. Call to Order, Review of Public Notice, Roll Call

The meeting was called to order by Dr. Greg Seaton at 10:02am. Board members present were: Dr. Greg Seaton, Ann Black and Angelo Pearson. Guests present included: Vickie Sykes, Dr. Bill Rader, Ray Sansom, Dr. Allison Schnell, Kara Griffin, Elizabeth Daters and David Schmidt.

II. Approval of Agenda

Mr. Pearson motioned to approve the agenda as written. Ms. Black seconded. Motion passed.

III. Approval of Minutes from July 26, 2022

The last meeting's minutes from July, 2022 were approved on a motion by Mrs. Black, seconded by Mr. Pearson. Motion passed.

IV. Public Comments by Pre-Registered guests, if any

No guests were present.

V. Reports

A. Okaloosa Academy Director's Report & Title I Update

- a. The Director report was presented by Mr. Schmidt. He stated that the first 9 weeks are going well and the school is committed to making parent engagement a priority. There have been several capital improvement projects around campus such as new exterior paint and fire equipment. Mr. Schmidt stated that the students are involved in community outreach including Food for Thought and Habitat for Humanity. Mr. Schmidt acknowledged the staff's hard work and dedication during the first 9 weeks.

B. Okaloosa DJJ Director's Report & Title I Update

- a. Mr. Sansom presented the Director's report for Okaloosa DJJ. He stated that the school has been working with the district on rating system issues and processing new students. He stated the meetings have been very productive and supportive.

C. Management Report – Mr. Sansom thanked both Director's for their hard work and he stated that Okaloosa Academy is off to the best start in years. There are several new staff members at Okaloosa Academy who are doing a great job. He

stated that Okaloosa Academy has taken over the EBD unit for the district and now provides all EBD services.

## VI. Discussion & Action Items

### New Board Member

A. New Board Member Discussion and Nomination – Dr. Schnell introduced Ms. Sykes as a potential new board member. Ms. Sykes moved to Florida 4.5 years ago and enjoys serving in any capacity that will have a positive impact on the community and students. Mr. Seaton asked for a motion to approve adding Ms. Sykes to the Board. Ms. Black made a motion, and Mr. Pearson seconded. Motion passed.

### Contracts

A. Sodexo and NSLP Renewals – Dr. Schnell presented the Sodexo contract which is our foodservice provider at Okaloosa Academy. The contract is up for renewal and it's a one year non-renewable. A motion was made by Dr. Seaton to approve the contract, Mr. Pearson seconded. Motion passed.

### Human Resources

- A. Okaloosa Academy Personnel Recommendations – The personnel report for Okaloosa Academy was presented by Ms. Daters. Okaloosa Academy has 20 current employees, of which 7 are new hires. A motion was made by Dr. Seaton to approve the report, Mr. Pearson seconded. Motion passed.
- B. Okaloosa Academy DJJ Personnel Recommendations – The personnel report for Okaloosa Academy DJJ was presented by Ms. Daters. Okaloosa Academy DJJ has 13 current employees, of which 1 is a re-hire. A motion was made by Dr. Seaton to approve the report, Mr. Pearson seconded. Motion passed.
- C. Updated Okaloosa Academy TSIA – Ms. Daters presented the updated Teacher Salary Increase Allocation. She stated that the letter explains the TSIA process and requirements. The state came back with recommendations and Okaloosa Academy raised the minimum to \$45,821.23. A motion was made by Dr. Seaton to approve the teacher salary increase allocations, and Mr. Pearson seconded. Motion passed.

### Financials

- A. Introduction – Kara Griffin introduced herself as the new Accounting Manager for the Rader Group.
- B. Check Signer – Dr. Schnell stated that Ms. James needs to be removed as check signer and Ms. Griffin needs to be added. Dr. Seaton made a motion to change the check signer, Mr. Pearson seconded. Motion passed.
- C. Audit Letter to the Board – Ms. Griffin shared the letter from the auditor which states that the 2021-2022 audit was clean and within normal limits.
- D. Final 2021-2022 Audit - Ms. Griffin stated that the complete audit is attached in the board meeting agenda email for review. Dr. Seaton made a motion to approve the final audit, Mr. Pearson seconded. Motion passed.

- E. Okaloosa Academy Financial Reports – Ms. Griffin presented the financial report and stated the balance sheet and cash is in a great position. Total assets are at \$894,348. She stated that the school is making improvements including a new fire alarm system, sprucing up the campus and exterior paint jobs. Ms. Griffin stated that expenses are on track. The increase in October FTE will require a revised budget. Dr. Seaton made a motion to approve the financials, Mr. Pearson seconded. Motion passed.
- F. Okaloosa DJJ Financial Reports – Ms. Griffin stated that Okaloosa DJJ is on track with expenses, and that the new fixed-rate contract is beneficial for the school. The DJJ balance sheet total assets are \$363,572. Mr. Pearson made a motion to approve the financials, Dr. Seaton seconded. Motion passed.

#### General

- A. Board Membership – Dr. Schnell asked the board to keep in mind any potential new board members.
- B. Next Board Meeting - The next board meeting will be late January/early February with more details to come.

#### VII. Adjournment

Dr. Seaton called the meeting to adjourn at 10:34am. Ms. Black made a motion to adjourn, Dr. Seaton seconded. Motion passed.