

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

Date: Friday, November 3, 2023

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 10:01am. Board members present were: Dr. Greg Seaton, Jimmy James, Ann Black, Vicki Sykes and Angelo Pearson. Guests present included: David Schmidt, Ray Sansom, Dr. Allison Schnell, Kara Griffin, Elizabeth Daters and Jessica Yopp.

II. Approval of Agenda

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

III. Approval of Minutes

The last meeting's minutes from July 27th 2023 were approved on a motion by Ms. Sykes and seconded by Mr. James. 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 – Mr. Schmidt provided the Director's report and stated that the SAT and PSAT were offered in October. He also stated that 3 students met graduation requirements with the testing. The students have also been involved with career readiness. Students are participating in Food for Thought, Ranger and Battalion training, and substance abuse training with the school nurse.
- B. Okaloosa DJJ Director's Report & Title I Update – Mr. Sansom provided the Director's report for Okaloosa DJJ and stated that the state is taking over the residential education program as of July 1, 2024.
- C. Management Report – Mr. Sansom stated that the Director's report included the Management Report.

VI. Discussion & Action Items

A. Board of Directors Officer Elections – Dr. Schnell presented the current board positions and asked if any position changes needed to be made. It was decided to keep everything the same with Dr. Gregory Seaton as Chairperson, Angelo Pearson as Vice Chairperson, Ann Black as Secretary, Jimmy James as Treasurer, and Vickie Sykes as Member. Ms. Black made a motion to approve the board positions, Mr. Graham seconded. Motion passed.

B. Okaloosa Academy SSO Contract with FWB – Mr. Sansom stated that Okaloosa Academy is having a great experience and partnership with the Ft. Walton Beach Police Department. He asked the board to consider the contract to continue. Mr. James made a motion to continue the contract with Ft. Walton Beach Police Department, and Mr. Pearson seconded. Motion passed.

Human Resources

A. Okaloosa Academy Personnel Recommendations – The personnel report for Okaloosa Academy was presented by Ms. Daters. There are 19 current employees. Mr. James made a motion to approve the report, Mr. Pearson seconded. Motion passed.

B. Okaloosa DJJ Personnel Recommendations – The personnel report for Okaloosa Academy DJJ was presented by Ms. Daters. There are 14 current employees. Mr. James made a motion to approve the report, Mr. Pearson seconded. Motion passed

C. Okaloosa Academy & Okaloosa DJJ Abuse Policy – Mrs. Daters presented the state required Okaloosa Academy and Okaloosa DJJ Abuse Policy. This policy outlines various types of abuse, the protocol for reporting, and also provides support resources. Mr. Pearson made a motion to approve the Abuse Policy, Mr. James seconded. Motion passed.

D. Okaloosa Academy Technology Policy – Dr. Schnell presented the updated Technology Policy. This updated policy cleans up the language around technology use and is included in the enrollment packet for every student to sign. This policy also outlines the safeguards the School puts into place. Mr. Pearson made a motion to approve the Technology Policy, Mr. James seconded. Motion passed.

E. Okaloosa Academy Updated Employee Manual - Ms. Daters presented the revised Employee Manual which includes updated language on the leave policy and abuse policy. It also includes a new travel expense policy. Mr. Pearson made a motion to approve the Employee Manual, Ms. Sykes seconded. Motion passed.

Financials

A. Okaloosa Academy Financial Reports – Ms. Griffin presented the financial report and stated that the school is on track for expenses. The balance sheet assets as of

September 30, 2023 are at \$1,101,646.21. Mr. Pearson made a motion to approve the financials, Ms. Sykes seconded. Motion passed.

B. Okaloosa DJJ Financial Report – Ms. Griffin stated that total assets as of September 30, 2023 are at \$424,693.63. Mr. James made a motion to approve the financials, Mr. Pearson seconded. Motion passed.

C. Final 2022 – 2023 Audit - Ms. Griffin presented the final audit and stated that for the year ending June 30, 2023, there were no management findings, recommendations or responses. Ms. Sykes made a motion to approve the audit, Ms. Black 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 scheduled after the new year.

VII. Adjournment

Mr. Pearson called the meeting to adjourn at 10:29am.