

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

Date: Wednesday, March 3, 2021

Time: 10:00am

Location: Zoom Online Meeting

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

The meeting was called to order by Mr. Carrender at 10:04 am. Board members present were: Fred Carrender, Michael Allshouse, and Dr. Greg Seaton. Guests present included: Dr. Bill Rader, Ray Sansom, Dr. Allison Schnell, Andrea James, Elizabeth Daters, Kara Griffin and Stephanie Duenas.

II. Approval of Agenda

Dr. Seaton motioned to approve the Agenda as written. Mr. Allshouse seconded. Motion passed.

III. Approval of Minutes from October 30, 2020

The last meeting's minutes from October 30, 2020 were approved on a motion by Mr. Carrender, seconded by Mr. Allshouse. Motion passed.

IV. Reports

Director Report- Mr. Sansom reported for Okaloosa Academy in Ms. Jarrett's absence. He reported that it has been a great school year, with very little disciplinary issues. Over 200 students enrolled, well beyond the projection at the beginning of the school year with many unknowns due to COVID-19. The school is doing great with extra sanitizing and keeping students and staff safe through. A large number of students are still on virtual learning and doing great. They are receiving daily communication with teachers and ESE support/counseling services as well.

Ms. Duenas at Walton Learning Center reports that she and her staff have worked through the challenges of COVID-19 within the facility. The installation of televisions for Zoom classrooms has been wonderful during quarantine sessions. The numbers of students are going up, as the DJJ system across the state begins to move students. Black History Month was studied across all facilities and the students enjoyed the projects. Ms. Duenas reported that she is working on approval for a Ready to Work program to better prepare her students.

Management Report- Dr. Rader reports he is impressed with everything going on at Okaloosa Academy and Okaloosa DJJ. The directors have worked hard through the pandemic to ensure a safe environment for students and staff. Virtual learning is a priority and we hope to be able to continue beyond the pandemic.

V. Action Items

- A. Personnel Report- Ms. Daters reports that Okaloosa Academy currently has 18 employees and Okaloosa DJJ currently has 18 with one vacancy. There were no questions from the board about the Personnel report. A motion was made by Dr. Seaton, seconded by Mr. Allshouse to approve the Personnel report. Motion passed.
- B. Financial Reports presented by Ms. James for Okaloosa Academy and Okaloosa DJJ.
 - i. Financial Reports– Ms. James reported that the financials for Okaloosa Academy and Okaloosa DJJ look great. She presented the budget to actuals along with the monthly financial reports which are sent to the Okaloosa County School District each month. The PPP loan, received last spring will move to the revenue section of the budget once the forgiveness is approved. It is expected that Okaloosa Academy will receive 100% forgiveness of the first PPP loan. The schools’ financial reports were approved on a motion by Dr. Seaton, seconded by Mr. Carrender. Motion passed.
 - ii. Updated 2020-2021 Salary Schedule. Ms. James reported that the teacher salary schedule has been updated to reflect the new salaries. There were no questions from the board. Dr. Seaton made a motion to approve the updated salary schedule. Mr. Carrender seconded. Motion passed.
 - iii. The Paycheck Protection Program loan was discussed by Dr. Rader. Okaloosa Academy received a PPP loan last spring and the funds were spent exclusively on salaries for faculty and staff. We expect 100% forgiveness of the loan as soon as the forgiveness portals are opened with the lending bank. A second PPP loan was approved for Okaloosa Academy because the school met the requirements. The round 2 loan in the amount of \$413,715 will be spent on personnel costs. Mr. Carrender made a motion to approve the PPP round 2 funding and grant permission to apply for loan forgiveness for PPP loan round 1. Motion passed.

VI. Board Member Matters

- i. There will be another board meeting in May. The meeting will be conducted online through Zoom. The next board meeting has been set for Wednesday, May 19, 2021 at 10am.
- ii. A discussion of adding additional board members to the board commenced. If anyone is interested in joining the board, please send resumes to Dr. Allison Schnell aschnell@rader-inc.com.
- iii. Mr. Carrender mentioned that we will continue via Zoom for the remainder of this school year and will then vote how to continue meeting. Some ideas included alternating Zoom vs. in-person meetings or holding the annual meeting in-person in July and the remainder of the meetings via Zoom. We have the flexibility written into the corporation’s bylaws that meetings can take place virtually. All meetings are properly advertised with the Zoom login information displayed.

VII. Adjournment

The meeting was adjourned by a motion by Mr. Allshouse, seconded by Mr. Carrender at 10:38am.