

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

Date: Tuesday, July 26, 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 10:04am. Board members present were: Dr. Greg Seaton, Ann Black, Jimmy James and Angelo Pearson. Guests present included: Dr. Bill Rader, Ray Sansom, Dr. Allison Schnell, Andrea James, Elizabeth Daters and Stephanie Duenas.

II. Approval of Agenda

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

III. Approval of Minutes from June 22, 2022

The last meeting's minutes from June 22, 2022 were approved on a motion by Mr. Pearson, seconded by Ms. Black. 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. Sansom in Mr. Schmidt's absence. He stated that they are getting the campus ready and hiring staff.

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

- a. Ms. Duenas gave the Director's report for Okaloosa DJJ. She stated that CYA is adding beds to raise capacity with census ranging from 100-110 students. Ms. Duenas is working with new the Focus data management system.

C. Management Report – Mr. Sansom thanked the Rader Group for their work on budgets and hiring. He stated that the schools are in great shape for the year.

VI. Discussion & Action Items

Contracts

- A. City of FWB Police Contract 22-23 Update – Mr. Sansom stated that Ft. Walton Beach police department will provide a school safety officer for the upcoming year. Dr. Seaton made a motion to approve the Police Contract, Ms. Black seconded. Motion passed.
- B. Okaloosa Academy Charter Contract Renewal – Mr. Sansom stated that the renewal is still with the Attorney for approval. A copy will be sent when it's ready which should be around August. Mr. Pearson made a motion to approve, Dr. Seaton seconded. Motion passed.

Human Resources

- A. Personnel Recommendations – The 22-23 personnel reports for Okaloosa Academy and Okaloosa DJJ were presented by Ms. Daters. Okaloosa Academy has 19 current employees, of which 6 are new hires. Okaloosa DJJ has 15 current employees. A motion was made by Dr. Seaton to approve the report, Mr. Pearson seconded. Motion passed.
- B. 22-23 Salary Schedules – The 22-23 salary schedules for Okaloosa Academy and Okaloosa DJJ were presented by Ms. Daters. The starting salary has increased to \$41,638.21. House Bill 5001 effective 7/1/2022 states that every employee's hourly rate is at least \$15 per hour. The beginning rate for paraprofessional and aids is now \$15 per hour.

Financials

- A. Check Signer – Ms. James stated that Ms. Black was to be added as check signer, and Mr. Carrender would be removed as check signer.
- B. Okaloosa Academy Financial Reports – Ms. James presented the financial report and stated the balance sheet and cash is in a great position. Ms. James stated that Okaloosa Academy met revenue goals of 99.7% and there were no major expenses in June. Expenses are under budget at 96.19%. The ending fund balance is \$1,063,493 and budget was \$992,681. Mr. Pearson made a motion to approve the financials, Dr. Seaton seconded. Motion passed.
- C. 22-23 Okaloosa Academy Budget – Ms. James stated that the 22-23 budget is projected with 162 students. Ending fund balance with the new budget would be \$936,706. Mr. Pearson made a motion to approve, Dr. Seaton seconded. Motion approved.
- D. Okaloosa DJJ Financial Reports – Ms. James stated that cash looks good. Revenue is at 100% and expenses are at 86.52%. Net income is \$76,603 and budget was \$145,282. Mr. Pearson made a motion to approve, Dr. Seaton seconded. Motion approved.
- E. 22-23 Okaloosa DJJ Budget – Ms. James stated that budgeted revenue is \$1,403,116. She stated the school will be in good shape with the new fixed rate contract. Mr. Pearson made a motion to approve, Dr. Seaton seconded. Motion passed.
- F. Audit Update – Ms. James stated that she submitted financials to the auditor and she is continuing to work closely and provide requested items.

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 is scheduled for Tuesday, October 25th at 10:00am.

VII. Adjournment

Dr. Seaton called the meeting to adjourn at 10:26am. Mr. Pearson made a motion to adjourn, Dr. Seaton seconded. Motion passed.