

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

Date: Friday, April 21, 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 10:00am. Board members present were: Dr. Greg Seaton, Jimmy James, Ann Black, Vicki Sykes and Angelo Pearson. Guests present included: Dr. Bill Rader, Ray Sansom, David Schmidt, Dr. Allison Schnell, Kara Griffin, and Elizabeth Daters.

II. Approval of Agenda

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

III. Approval of Minutes from October 25, 2022

The last meeting's minutes from October 25, 2022 were approved on a motion by Mr. James and 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 – Mr. Schmidt provided the Director's report for Okaloosa Academy. He stated that the SAT was offered in February and April. There are 21 students graduating and 9 have registered with the Technical College. Graduation is scheduled for May 12th at 6pm. Mr. Schmidt stated that 48 students visited the Ranger Training Battalion. Food for Thought has been a success with 7 visits to the kitchen.
- B. Okaloosa DJJ Director's Report & Title I Update – Mr. Sansom provided the Director's report for Okaloosa DJJ and stated that the DJJ contract has really helped the school to secure resources and staff. Mr. Sansom said there are at least 2 meetings a week with the DJJ and Department of Education and the state is pleased with the school as well as the enthusiasm and hard work from the staff.
- C. Management Report – Mr. Sansom stated that he and Mr. Schmidt have been working together over the last year to help students graduate and determine end of year plans. Their biggest obstacle is FAFSA but they have worked closely with families and

students to meet application deadlines. Mr. Sansom stated that both directors are doing a great job this year.

VI. Discussion & Action Items

A. Okaloosa DJJ Contract Negotiation Update – Mr. Sansom stated that he has regular conversations with Mr. Chambers and the district is supportive of the partnership. They have discussed the contract for 2023-2024 and are supportive of the extension.

B. Sunbiz Annual Report - Dr. Schnell presented the Sunbiz annual report which The Rader Group files every year on behalf of Okaloosa Academy. This form is filed every year in order to maintain an active status with the Department of State. Dr. Seaton made a motion to approve the Sunbiz annual report, 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 21 current employees, of which 3 are new hires. 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 15 current employees, of which 2 are new hires and 2 are rehires. Mr. James made a motion to approve the report, Mr. Pearson seconded. Motion passed.

C. 2022-2023 Updated Salary Schedules - Ms. Daters presented the updated 2022-2023 salary schedule for Okaloosa Academy and Okaloosa DJJ. The new starting salary for Okaloosa Academy is \$45,700.00 and the new starting salary for Okaloosa DJJ is \$55,114.46. Ms. Sykes made a motion to approve the updated salary schedules, Mr. Pearson seconded. Motion passed.

Financials

A. Auditor Selection - Ms. Griffin presented a letter from our most recent auditor, McDonough CPA Solutions, stating that they are no longer providing audit services. Ms. Griffin stated that several RFPs were sent to potential auditors to audit the 2022-2023 school year. Of the five RFPs sent, 3 formal proposals were received. After extensive review, Ms. Griffin recommended choosing Moss, Krusick & Associates, LLC for the 2022-2023 audit. Ms. Griffin stated they have 25 years of experience and have worked with several nonprofits and charter schools in the area. Mr. James made a motion to approve the auditor selection, Mr. Pearson seconded. Motion passed.

B. Okaloosa Academy Financial Reports – Ms. Griffin presented the financial report and stated that the school is on track for expenses. The balance sheet assets are at \$927,413. Current expenses are at 74% which puts Okaloosa Academy right on track

for the year. Mr. Pearson made a motion to approve the financials, Ms. Sykes seconded. Motion passed.

- C. Okaloosa DJJ Financial Report – Ms. Griffin stated that current assets are at \$485,857 and current expenses are at 58%. Revenue looks better than anticipated due to the increase of students. An amended budget will be presented at a later date to reflect the increase in revenue. Mr. James made a motion to approve the financials, Mr. Pearson seconded. Motion passed.
- D. Tax Return 990 - Ms. Griffin stated taxes were filed for Okaloosa Academy for tax year beginning 7/1/2021. Dr. Seaton made a motion to approve the tax filing, Mr. Pearson 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 has not been determined, it's likely to occur in May or early June.

VII. Adjournment

Mr. James called the meeting to adjourn at 10:31am.