

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

Date: Thursday, May 25, 2023

Time: 12:00pm

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 12:03pm. Board members present were: Dr. Greg Seaton, Jimmy James, Ann Black, Vicki Sykes and Angelo Pearson. Guests present included: Dr. Bill Rader, Ray Sansom, 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

The last meeting's minutes from April 23, 2023 were approved on a motion by Mr. Pearson 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. Sansom provided the Director's report for Okaloosa Academy. He stated that this is the last week of school and they are finishing strong. The school has had great leadership this year with Mr. Schmidt and thanked him and the staff for their hard work. Mr. Sansom said there was a great turnout for graduation and thanked Ms. Black for providing the graduation facility. There are a lot of campus improvement projects going on this summer.
- B. Okaloosa DJJ Director's Report & Title I Update – Mr. Sansom provided the Director's report for Okaloosa DJJ and stated that things are going well and Ms. Duenas is doing a great job managing the school.
- C. Management Report – Mr. Sansom stated that the Director's report included the Management Report.

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. Sodexo Renewal – Sodexo has been the food supplier for several years at Okaloosa Academy and Ms. Griffin presented the Sodexo renewal contract for 2023-2024. Ms. Black made a motion to approve the renewal, 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. Dr. Seaton made a motion to approve the report, Ms. Sykes 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. Dr. Seaton made a motion to approve the report, Ms. Sykes seconded. Motion passed.

Financials

A. 2022 – 2023 Okaloosa academy Amended Budget - Ms. Griffin presented the amended budget for Okaloosa Academy and stated that revenue increased due to an increase in enrollment. The initial budget of August 2022 was based on 162 students and the latest calculations have a weighted FTE of 182 students. Okaloosa Academy is on track with expenses and the school has a healthy projected reserve of \$941,709.62. Mr. Pearson made a motion to approve the amended budget, Ms. Sykes 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 \$1,004,843. Current expenses are at 57% which puts Okaloosa Academy right on track for the year. Mr. Pearson made a motion to approve the financials, Ms. Black seconded. Motion passed.

C. Okaloosa DJJ Financial Report – Ms. Griffin stated that current assets are at \$511,079 and current expenses are at 64%. Ms. Black made a motion to approve the financials, Mr. Pearson seconded. Motion passed.

D. Audit Engagement Letter - Ms. Griffin presented the signed audit engagement letter from Moss, Krusik & Associates, LLC. This letter gives a description of the audit scope and outlines what is required to complete the audit. Ms. Sykes made a motion to approve the audit engagement letter, Ms. Black seconded. Motion passed.

General

A. Board Membership – Dr. Schnell asked the board to keep in mind any potential new board members.

A. Next Board Meeting - The next board meeting has not been determined, it's likely to occur in late June or early July.

VII. Adjournment

Mr. James called the meeting to adjourn at 12:18pm.