

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

Date: Thursday, July 27, 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 10:03am. Board members present were: Dr. Greg Seaton, Jimmy James, Ann Black, and Vicki Sykes. Guests present included: Dr. Bill Rader, Ray Sansom, Dr. Allison Schnell, Kara Griffin, Jessica Yopp and Elizabeth Daters.

II. Approval of Agenda

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

III. Approval of Minutes

The last meeting's minutes from May 25, 2023 were approved on a motion by Mr. James and 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 – Mr. Sansom provided the Director's report for Okaloosa Academy. He stated that things are going great and there is a lot of work and cleaning happening on campus this summer. He thanked the management team for their support over the summer as they prepare for the new school year. Mr. Sansom thanked Ms. Black and her church for painting a classroom.
- 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 Discussion – Mr. Sansom provided an update on Okaloosa DJJ stating that the Florida Legislature met in the spring and passed a bill in which the Florida

Department of Juvenile Justice will take over education for all facilities, in 55 counties, beginning July 1, 2024. He stated that they are in the process of selecting a contractor to provide the education, and that current legislation will hire a superintendent for the program.

- B. 2023 – 2024 Okaloosa DJJ Contract – Mr. Sansom stated that the contract was approved and the DJJ is ready for another successful school year. Ms. Sykes made a motion to approve the contract, Ms. Black seconded. Motion passed.

Human Resources

- A. Okaloosa Academy Personnel Recommendations 2023 – 2024 – The personnel report for Okaloosa Academy was presented by Ms. Daters. There are 18 current employees. Ms. Black made a motion to approve the report, Dr. Seaton seconded. Motion passed.
- B. Okaloosa DJJ Personnel Recommendations 2023- 2024 – The personnel report for Okaloosa Academy DJJ was presented by Ms. Daters. There are 13 current employees. Ms. Black made a motion to approve the report, Dr. Seaton seconded. Motion passed.
- C. Okaloosa Academy and Okaloosa DJJ Salary Schedule 2023 – 2024 - Ms. Daters presented the 2023 – 2024 Salary Schedules. The starting salary for teachers at Okaloosa Academy is \$45,700 and the starting salary for teachers at Okaloosa DJJ is \$55,114.46. Ms. Sykes made a motion to approve the salary schedules, Mr. James seconded. Motion passed.

Financials

- A. 2023 – 2024 Okaloosa Academy Budget - Ms. Griffin presented the budget for 2023 – 2024 and stated that it was budgeted on 173 students. She stated that there were increases due to the increase in insurance and cost of supplies. Ms. Griffin said the budget for this year is looking great and the fund balance is projected to be at \$1,194,968.48. Ms. Black made a motion to approve the budget, Ms. Sykes seconded. Motion passed.
- B. 2023 – 2024 Okaloosa DJJ Budget – Ms. Griffin presented budget for 2023 – 2024. Similar to Okaloosa Academy, they have increase due to insurance and cost of supplies. The DJJ are projected to have an ending fund balance of \$107,884.39. Ms. Black made a motion to approve the budget, Mr. James seconded. Motion passed.
- C. Okaloosa Academy Financial Report – Ms. Griffin presented the financial report which includes May and June. She stated that the cash is in great position at the end of the fiscal year and Okaloosa Academy exceeded revenue goals by 2.5%. Expenses were under budget at 97.3%. The ending fund balance as of June 30th is \$1,056,276.10. Ms. Black made a motion to approve the financials, Mr. James seconded. Motion passed.

- D. Okaloosa DJJ Financial Report – Ms. Griffin presented the financial report which includes May and June. Revenue is at 88.5% and expenses are at 84.3%. Net income for the DJJ is at \$82,223.57 and budget was \$28,733.49. Ms. Black made a motion to approve the financials, Mr. James seconded. Motion passed.
- E. Audit Update - Ms. Griffin stated that all financial documents have been submitted to the auditor and we will continue to work closely with them to provide any requested items.

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 is the annual board meeting in October, and the exact date has not yet been determined.

VII. Adjournment

Mr. James called the meeting to adjourn at 10:21am.