

**OKALOOSA ACADEMY, INC.
MEETING OF THE BOARD OF DIRECTORS MINUTES**

Date: Thursday, November 7th, 2019
Time: 3:00 pm
Location: Okaloosa Academy
720 NW Lovejoy Road
Fort Walton Beach, FL 32548

- I. **Call to Order, Review of Public Notice, Roll Call**
The meeting was called to order by Board Chairperson, Fred Carrender at 3:00 pm. Board Members present were: Jimmy James, Angelo Pearson, Michael Allshouse and Fred Carrender. Member Greg Seaton was present by telephone. Guests present included: Dr. Bill Rader, Ray Sansom, Terri Roberts, Tammie Braden, Christol Jarrett and Amy Pupo.
- II. **Approval of Minutes, June 18th, 2019 and Electronic Meeting on August 22nd, 2019 – the last meeting’s minutes and electronic meeting minutes were approved on a motion by Mr. Allshouse, seconded by Mr. Pearson.**
- III. **Approval of Agenda – the agenda was approved on a motion by Mr. Carrender, seconded by Mr. Allshouse.**
- IV. **Public comment by preregistered guest, if any – N/A**
- V. **Reports**
 - A. **Directors’ Reports presented by school directors**
Ms. Jarrett reported that she is holding daily staff meetings and they are successful so far this school year. The Leader in Me curriculum has been implemented as well. Edgeunity learning has been successful also, with 62 classes completed. Edgeunity has been a change but the staff likes the direction it’s taken so far. The Comfort Closet is still active, with 50 students adopted for the holidays. Community service is also popular. Parents’ Night was recently held and a college and career day is scheduled for the end of this month. FTE numbers are down, but growth at the school is still happening.
Mr. Sansom spoke on behalf of DJJ as Ms. Duenas is not present today. Seven students are about to receive their GED and there will be two more next week. Things at the school are going well; Ms. Duenas is doing a great job as the new director.
 - B. **Management Report presented by Dr. Rader/Ray Sansom**
 1. **School Safety/Facility Update – Dr. Rader mentioned that we still have some campus projects planned; he’s waiting on budget amounts to determine which projects will happen in the near future. Safety has improved on campus. There is now a mental health counselor on campus each day, as well as two SROs. The two SROs are also part of the Threat Assessment Team that has formed at the school.**
- VI. **Action Items**
 - A. **Personnel Recommendations/Changes presented by Amy Pupo**
The personnel report within the packet was discussed. The report was approved on a motion by Mr. James, seconded by Mr. Pearson.
 - B. **Financial Reports presented by Tammie Braden/Terri Roberts**
Okaloosa Academy
 1. **Audited Financial Statements 18-19**
 2. **Monthly Financial Statement**
 3. **Budget Amendment 19-20****Summary – Ms. Roberts has retired from the school but presented the audit as her last item. The audit was clean and had no findings. A new**

auditor will need to be selected in May 2020 for the next audit. Mr. Carrender volunteered to serve on the audit committee. There were no instances of non-compliance within the audit. Ms. Roberts was proud to report that the auditor told her we are the only charter school since 2005 that has not had any findings in their audits. Ms. Braden presented the monthly financials. She went through each fund and the cash balances. Enrollment is down and the budget has been adjusted. The audited financials were approved on a motion by Mr. Pearson, seconded by Mr. Allshouse. The monthly financial statement and amendment were approved on a motion by Mr. Allshouse, seconded by Mr. James.

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4. Financial Statements
5. Budget Amendment 19-20
6. Gulf Coast Treatment Center Financial Statements
7. Gulf Coast Treatment Center Budget 19-20
8. Salary Schedule 19-20 (all three schools)
9. Best and Brightest Award Policy (OACS and DJJ)
10. Bank accounts signature card/Registered agent changes (all three schools)

Summary – Ms. Braden went over the DJJ and Gulf Coast statements/budget as well as DJJ’s budget amendment. The reviewed statements (both facilities) and amendment (DJJ) and Gulf Coast’s budget were approved on a motion by Mr. Pearson, seconded by Dr. Seaton. The proposed salary schedule allowing for raises was approved on a motion by Mr. Pearson, seconded by Dr. Seaton. Regarding The Best and Brightest policy, Ms. Braden explained that this is a bonus system to give to specific teachers. The district and charter schools can determine their own criteria to determine award calculations. She proposed following the district’s policy with regard to this when the funds are sent to us for distribution. The Best and Brightest policy was approved on a motion by Mr. Allshouse and seconded by Mr. Pearson. With Ms. Roberts’ retirement, there are necessary bank account changes to be made. It was determined that the school directors will be added and Ms. Roberts and Ms. Henderson will be removed. The bank account changes were approved on a motion by Mr. Carrender, seconded by Mr. Allshouse.

VII. Other Action Items

VIII. Emergency Items

IX. Board Member Matters

Ms. Jo Henderson has resigned from the board, effective with this meeting. A new secretary, Mr. Allshouse, was approved on a motion by Mr. James, seconded by Dr. Seaton. The next board meeting has been set for Wednesday, March 4th, 2020 at 3:00 pm.

X. Adjournment - The meeting was adjourned by Mr. Carrender at 4:19 pm on a motion by the chairperson, Mr. Allshouse seconded. No one opposed.

Respectfully Submitted,

Amy Pupo, Acting Recorder