OKALOOSA ACADEMY CHARTER SCHOOL
MEETING OF THE BOARD OF DIRECTORS
MINUTES

Date: Thursday, May 28, 2026
Time: 9:00am
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 Mr. James, in Dr. Seaton's absence at 9:15am. Board members present were: Vickie Sykes, Jimmy James and Angelo Pearson. Guests present included: Ray Sansom, Dr. Allison Schnell, Kara Griffin, and Elizabeth Daters.

II. Approval of Agenda

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

III. Approval of Minutes

The last meeting's minutes from January 21st, 2026 were approved on a motion by Mr. Pearson and seconded by Ms. Sykes. 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 and stated that Okaloosa Academy graduated about 12 students and this was one of the best school years with enrollment at 170 students. Mr. Sansom stated that several school improvement projects are going on this summer to get ready for the next year and he thanked the staff for their dedication and The Rader Group for their management during this last school year.

B. Management Report – Mr. Sansom's director's report included the management report.

VI. Discussion & Action Items

A. 26-27 Sodexo Contract – Ms. Griffin presented the annual Sodexo renewal contract for the school lunch program. Mr. Pearson made a motion to approve, Ms. Sykes seconded. Motion passed.

B. 26-27 Pediatric Services of America, LLC School Nurse Agreement – Mr. Sansom presented the School Nurse Agreement and stated that by law we are required to have a nurse on campus and the school is renewing services with Pediatric Services of America. This has been a great partnership and the nurses have been great to work with. Mr. Pearson made a motion to approve the agreement with Pediatric Services of America, Ms. Sykes seconded. Motion passed.

VII. Reports

Human Resources

A. Okaloosa Academy Personnel Report – The personnel report for Okaloosa Academy was presented by Ms. Daters. Okaloosa Academy has 22 current employees, 1 vacancy and 1 termination. Ms. Sykes made a motion to approve the personnel report, Mr. Pearson seconded. Motion passed.

B. Updated Salary Schedule - The updated salary schedule was presented by Ms. Daters. She stated that this salary schedule is for instructional and non-instructional employees, as well as substitute teachers. Ms. Sykes made a motion to approve the revised salary schedule, Mr. Pearson seconded. Motion passed.

Financials

A. Okaloosa Academy Financial Reports – Ms. Griffin presented the Okaloosa Academy Financial Report. She stated that total assets as of April 30th are currently at $734,655.38. The school remains in a strong financial position and expenses are on track for the end of the school year. Mr. Pearson made a motion to approve the financials, Ms. Sykes seconded. Motion passed.

B. 25-26 Okaloosa Academy Revised Budget – Ms. Griffin stated that the revised budget reflects adjustments made throughout the school year to better align projected expenses with actual spending and current operational needs. The current projection estimates total expenditures for the school year to come in at just over $2 million, with total funding projected at $2,076,325.63. We anticipate closing the fiscal year with a fund balance of $717,551.57. This will offer a modest cushion to cover any outstanding obligations beyond June 30th and serve as a slight reserve heading into the new fiscal year. Mr. Pearson made a motion to approve the revised budget, Ms. Sykes seconded. Motion passed.

C. 25-26 Audit Engagement Letter - Ms. Griffin thanked Dr. Seaton for reviewing and signing the engagement letter so promptly. The letter was forwarded to our auditor, and we are now proceeding with the next steps in launching the audit for Okaloosa Academy. Ms. Sykes made a motion to approve the audit engagement letter, Mr. Pearson seconded. Motion passed.

VIII. General

A. Next Board Meeting – The next board meeting will be scheduled for late July or early August.

IX. Adjournment

The meeting was adjourned at 9:39am. Mr. James made a motion to adjourn, Mr. Pearson seconded.