

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

Date: Thursday, August 26, 2025

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. Seaton at 10:00am. Board members present were: Dr. Greg Seaton, Jimmy James, Vickie Sykes, Roberta Welch and Angelo Pearson. Guests present included: Ray Sansom, Dr. Allison Schnell, Kara Griffin, and Elizabeth Daters.

II. Approval of Agenda

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

III. Approval of Minutes

The last meeting's minutes from May 20<sup>th</sup>, 2025 were approved on a motion by Mr. Pearson and seconded by Mr. James. Motion passed.

IV. Public Comments by Pre-Registered guests, if any

V. Reports

- A. Okaloosa Academy Director's Report & Title I Update – Mr. Sansom provided the Director's report and stated that the school year is off to a great start. The school is fully staffed with many returning employees. He acknowledged Ms. Duenas's strong leadership and the positive support from the district.
- B. Management Report – Mr. Sansom's director's report included the management report.

VI. Discussion & Action Items

- A. Resignation of Ann Black, Board Member – Dr. Schnell presented the resignation of board member Ann Black. Mr. Pearson made a motion to accept the resignation and Ms. Sykes seconded. Motion passed. The board appointed Vicki Sykes as Secretary. Mr. Pearson made a motion to appoint Ms. Sykes as Secretary and Mr. James seconded. Motion passed.

#### Human Resources

- A. Okaloosa Academy Personnel Report – The personnel report for Okaloosa Academy was presented by Ms. Daters. There are 16 current employees and no vacancies. Mr. Pearson made a motion to approve the personnel report, Ms. Sykes seconded. Motion passed.

#### Financials

- A. Okaloosa Academy Financial Reports – Ms. Griffin presented the financial report and stated that total assets as of June 30<sup>th</sup> are at \$808,619.73 and the school is in strong financial standing. Annual expenses are coming in under budget at 94.8%. Mr. James motioned to approve the Okaloosa Academy financials, Mr. Pearson seconded.
- B. 25-26 Projected Budget – Ms. Griffin presented the 2025-2026 projected budget which is based on an enrollment projection of 160 students. She stated that the budget reflects a healthy capital sales tax reserve, which has allowed the school to complete several improvement projects over the summer, including updating flooring throughout the school, renovating the front office, painting, and purchasing a new 14-passenger van. Mr. James made a motion to approve the projected budget, Ms. Sykes seconded. Motion passed.
- C. 24-25 Audit Update – Ms. Griffin provided an update on the 24-25 audit and stated that we are continuing to work closely with the Auditor to finalize. The goal is to have the completed audit available for review by the next board meeting.

#### VII. General

- A. Next Board Meeting – Dr. Schnell will be in touch to schedule the next meeting and reminded the board that the annual meeting is in October.

#### VIII. Adjournment

The meeting was adjourned at 10:15am.