

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

Date: Tuesday, June 13, 2018
Time: 2:30 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 2:30 pm. Board Members present were: Jimmy James, Fred Carrender and Greg Gaddis. Guests present included: Dr. Bill Rader, Ray Samson, Terri Roberts, Allison Schnell, Stephanie Glover, Christol Jarrett, Forrest Ward and Amy Pupo.
- II. **Approval of Minutes, March 6, 2018 – the last meeting’s minutes were approved on a motion by Mr. Gaddis, seconded by Mr. James.**
- III. **Approval of Agenda – the agenda was approved on a motion by Mr. James, seconded by Mr. Carrender.**
- IV. **Public comment by preregistered guest, if any**
- V. **Director’s Reports – Stephanie Glover, Christol Jarrett and Forrest Ward.**
 - A. **Okaloosa Academy – the directors presented the video the students and staff produced for the end of the year. Ms. Jarrett mentioned that during 2nd semester testing, they were able to get 90% of the students tested and there were 11 graduates this year. Regarding middle school, she said there was a high retention rate and 100% of 5th grade (27 students) promoted. Ms. Glover (high school) mentioned that the school’s leadership team mentors elementary students and volunteers at an area food bank. Upperclassmen also visited NW FL State College. The school’s administration team is working with the Department of Education on the school’s safety plan and is planning to reach out to the local district representative. Next year the school will partner with Food For Thought, a local organization for serving the community with food, clothing and hygiene products.**
 - B. **Okaloosa Academy DJJ – Mr. Ward said this was the best year he’s had so far, he has a great relationship with the company that manages the DJJ facility, that their collaboration has been smooth all year. He also mentioned that he is almost fully staffed.**
- VI. **Consent Items**
 - A. **Personnel Recommendations/Changes presented by Amy Pupo – the Okaloosa Academy report was approved as reviewed on a motion by Mr. Gaddis and seconded by Mr. James. The Okaloosa DJJ report was approved as reviewed on a motion by Mr. James and seconded by Mr. Gaddis.**
- VII. **Action Items**
 - Report and Discussion**
 - A. **Financial Reports presented by Terri Roberts**
 - Okaloosa Academy**
 1. **Monthly Financial Statements as of May 31, 2018 – Ms. Roberts reminded the board that towards the end of the school year, cash flow needs to be monitored to get through the summer. The statements were approved on a motion by Mr. James, seconded by Mr. Carrender.**
 2. **Budget Amendment 2017-2018 – Per Ms. Roberts, FTE is up which resulted in an increase in revenue. The school should end the year**

with around \$100,000 in reserves. The capital budget is dependent on test scores. A sinkhole at the school was an unplanned expense. \$25,000 was left to spend on buses. The budget will carry that amount forward if we don't purchase buses from the Escambia County school district. The ending fund balance for the total budget is around \$171,500.00. The budget amendment was approved on a motion by Mr. James, seconded by Mr. Carrender.

3. Budget 2018-2019 – The projected budget is based on 243 enrollments. There is a revenue increase. We also hope to get additional Charter School Capital with this coming year. The proposed budget was approved on a motion by Mr. James, seconded by Mr. Carrender.

Okaloosa Academy - DJJ

4. Monthly Financial Statements – the year ended with a negative net income, which was expected. The statements were approved on a motion by Mr. James, seconded by Mr. Gaddis.
5. Budget Amendment 2017-2018 – the actual budget following the March revised budget had some FEFP student increases which resulted in a need for a June budget revision. The amendment was approved on a motion by Mr. James, seconded by Mr. Gaddis.
6. Budget 2018-2019 – There has been a small increase in revenue. For the Title I budget, more funds have been offered, yet not approved yet, administration will submit for reimbursement. The proposed budget was approved on a motion by Mr. James, seconded by Mr. Gaddis.
7. Gulf Coast Treatment Center Financial Statements – The Profit and Loss statement showed that the school broke even, ended in the positive (from July 2017-May 2018). There are roughly \$15,700 in reserves. The statements were approved on a motion by Mr. James, seconded by Mr. Gaddis.

B. Management Report presented by Dr. Rader/Ray Sansom

Mr. Sansom spoke and said both schools had a great year and that we are a step ahead with regard to safety and security.

1. Contract Renewals

Dr. Rader presented the recent agreements for review and approval. Required signatures were obtained for each.

1. Okaloosa DJJ school district agreement – approved on a motion by Mr. Carrender, seconded by Mr. James.
2. Okaloosa DJJ Management services agreement - approved on a motion by Mr. Carrender, seconded by Mr. James.
3. Gulf Coast Treatment Center school district agreement – we should have a new one this upcoming October. The agreement was approved on a motion by Mr. Carrender, seconded by Mr. James.

VIII. Emergency Items

IX. Public Comment on Non-Agenda Items

X. Board Member Matters/Comments – Major Gaddis announced his retirement/resignation from our board, effective at the conclusion of the meeting. A request to invite additional board members was made. The next board meeting has been set for Wednesday, October 3rd, 2018 at 2:30pm.

XI. Adjournment - The meeting was adjourned by Mr. Carrender at 3:39 pm. No one opposed.