

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

Date: Friday, May 24, 2024

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 10:09am. Board members present were: Dr. Greg Seaton, Jimmy James, Angelo Pearson and Vicki Sykes. Guests present included: Ray Sansom, Dr. Bill Rader, Dr. Allison Schnell, Kara Griffin, Elizabeth Daters and Jessica Yopp.

II. Approval of Agenda

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

III. Approval of Minutes

The last meeting's minutes from March 5, 2023 were approved on a motion by Ms. Sykes and seconded by Mr. James. 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 Directors report and stated that it has been a great school year. He mentioned that Mr. Schmidt is moving on after this school year and Ms. Duenas will be the new Director. They will use the month of June to transition. Mr. Sansom thanked Mr. Schmidt for his leadership at Okaloosa Academy. Mr. Sansom stated that there are a lot of cleanup projects going on around campus throughout the summer and we are working to secure staffing for the next year.
- B. Okaloosa DJJ Director's Report & Title I Update – Mr. Sansom provided the Director's report for Okaloosa DJJ and stated that the state is taking over the residential education program effective July 1st. All of the staff have made their decisions on whether to stay with the state, or work at another school.
- C. Management Report – Mr. Sansom stated that the Director's report included the Management Report and thanked the Rader Group and Board for their support.

VI. Discussion & Action Items

Human Resources

- A. Okaloosa Academy Personnel Recommendations – The personnel report for Okaloosa Academy was presented by Ms. Daters. There are 17 current employees. Mr. James made a motion to approve the personnel report, Mr. Pearson seconded. Motion passed.
- B. Okaloosa DJJ Personnel Recommendations – The personnel report for Okaloosa Academy DJJ was presented by Ms. Daters. There are 14 current employees. Mr. James made a motion to approve the personnel report, Mr. Pearson seconded. Motion passed.
- C. 23-24 Teacher Salary Increase Allocation & Staff Bonuses – Ms. Daters stated that the TSIA increases which were approved in the fall by the Board, were paid out in April. All teachers are now at the minimum salary of \$49,800. She also stated that \$94,000 in bouses were allocated to staff throughout the 23-24 school year at Okaloosa Academy and Okaloosa DJJ.
- D. Okaloosa Academy Updated Salary Schedule 23-24 – Ms. Daters presented the updated salary schedule for 23-24 to reflect the TSIA increase. The new minimum is \$49,800. Ms. Sykes made a motion to approve the updated 23-24 Salary Schedule, Mr. Pearson seconded. Motion passed.
- E. Okaloosa Academy Salary Schedule 24-25 - Ms. Daters presented the Salary Schedule for the upcoming school year with the minimum remaining at \$49,800. Ms. Sykes made a motion to approve the 24-25 Salary Schedule, Mr. Pearson seconded. Motion passed.

Financials

- A. Okaloosa Academy Financial Reports – Ms. Griffin presented the financial report and stated that total assets as of April 30th, 2024 are at \$1,016,334.58. This puts current expenditures at roughly 75.1% for the year and the school is on track for expenses for the end of the year. Mr. James made a motion to approve the financials, Mr. Pearson seconded. Motion passed.
- B. Okaloosa DJJ Financial Report – Ms. Griffin provided the financial report and stated that total assets as of April 30th, 2024 are at \$368,933.12. This puts current expenditures at roughly 59.7% for the year and the school is on track with expenses for the end of the year. Ms. Sykes made a motion to approve the financials, Mr. James seconded. Motion passed.

- C. Okaloosa Academy Amended budget 23-24 – Ms. Griffin stated that a few changes were made to the budget. Overall expenses were pretty in line this year. However, inflation has impacted everyone and prices have gone up across the board. She stated that funds were re-allocated for insurance, electricity, bus repairs, and supplies to be more in line with rising costs. Ms. Griffin also shared that Okaloosa Academy was able to purchase two new buses with the funds received from the One Cent Sales Tax. Mr. James made a motion to approve the amended budget, Mr. Pearson seconded. Motion passed.
- D. Sodexo Food Service Renewal Contract 24-25 – Ms. Griffin presented the attached Sodexo Food Service Renewal Contract for Okaloosa Academy for the upcoming school year. They are the food service provider at the school. This contract includes the increased equivalent rate as well as the total contract value to run the food program at Okaloosa.
- E. NSLP Renewal 24-25 – The NSLP renewal goes hand in hand with the Sodexo renewal agreement. It is the federally assisted meal program that provides nutritionally balanced, low-cost or free lunches to children each school day. Ms. Sykes made a motion to approve Food Service Renewal Contract/NSLP Renewal, Mr. James seconded. Motion passed.
- F. Audit Update – Ms. Griffin reviewed the engagement letter from Moss Krusick and Associates. This engagement letter gives a brief description of the full audit scope and objectives to completing the upcoming audit for 23-24. Mr. James made a motion to approve the audit engagement letter, Mr. Pearson seconded.

General

- A. Board Membership – Dr. Schnell asked the board to keep in mind any potential new board members.
- B. Next Board Meeting - The next board meeting will be scheduled for mid July.

VII. Adjournment

The meeting was adjourned at 10:25am.