

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

Date: Wednesday, July 28, 2021

Time: 10:00am

Location: Okaloosa Academy Charter School/ Meeting also accessible via Zoom
720 Lovejoy Road NW
Fort Walton Beach, FL 32547

- I. Call to Order, Review of Public Notice, Roll Call
- II. The meeting was called to order by Mr. Carrender at 10:01 am. Board members present were: Fred Carrender, Jimmy James, Dr. Michael Allshouse, and Dr. Greg Seaton (proxy.) Guests present included: Dr. Bill Rader, Ray Sansom, Dr. Allison Schnell, Andrea James, Elizabeth Daters, Christol Jarrett and Stephanie Duenas.
- III. Approval of Agenda
Mr. James motioned to approve the agenda as written. Mr. Carrender seconded. Motion passed.
- IV. Public comment by pre-registered guests, if any
There were no guests present.
- V. Reports
Ms. Duenas reported that they have been working on Title I staffing with the district. They have a new ELA teacher who is working out very nicely. This is the first year to have 12 month employees. The DJJ currently has 31 GED graduates. Ms. Jarrett with Okaloosa Academy reported that they have been working on facility repairs and updating. They have partnered with Bridgeway to provide counseling services to students and the innovative institute to host drone and robotics classes for the kids.
- VI. Discussion & Action Item
Personnel Report- The personnel reports for the current school year were provided by Ms. Daters for Okaloosa Academy and Okaloosa DJJ. There were no questions or comments from the board. Mr. Carrender made a motion to approve the personnel reports for Okaloosa Academy and Okaloosa DJJ. Mr. James seconded. Motion passed.

Employee Manual- Ms. Daters presented the revised employee manual which has updated job classifications for 10, 11 and 12 month positions, clarification of the work week, updated information about paid time off for

employees and leave classifications. Mr. Carrender made a motion to approve the revised employee manual. Mr. James seconded. Motion passed.

Financial Reports– The schools' financial reports for Okaloosa Academy and Okaloosa DJJ were presented by Ms. James. The board did not have any questions about the reports. The financial reports were approved on a motion by Mr. Carrender, seconded by Dr. Allshouse. Motion passed.

2021-2022 Budget was presented by Ms. James. This included a conservative estimate of students for Okaloosa Academy. The Board did not have any questions about the budget. Dr. Allshouse made a motion to approve the 2021-2022 budget. Mr. James seconded. Motion passed.

The 2021 Budget for Okaloosa Academy DJJ was presented by Ms. James. There were no questions from the board. Dr. Allshouse made a motion to approve the Okaloosa DJJ budget. Mr. James seconded. Motion passed.

Board Recorder- Dr. Schnell discussed the need for another board recorder to be able to record minutes at board meetings. It was discussed that Ms. Daters could be added as a secondary board recorder. The board agreed. A motion was made by Mr. Carrender seconded by Dr. Allshouse added Elizabeth Daters as a board recorder in addition to Dr. Schnell. Motion passed.

By-Laws- The Okaloosa Academy, Inc. corporate bylaws are revisited regularly to ensure they are current. Language was added to allow for online meetings when applicable, as allowed under current sunshine law. The revised bylaws were approved by a motion by Mr. Carrender, seconded by Mr. James. Motion passed.

The next Board meeting is scheduled for Wednesday, November 3, 2021 at 1:00 pm.

Adjournment

The meeting was adjourned on a motion by Mr. Carrender at 10:42am.