

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

Date: Wednesday, August 7, 2024

Time: 12:00pm

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 12:04pm. Board members present were: Dr. Greg Seaton, Jimmy James, and Angelo Pearson. 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. Mr. Pearson seconded. Motion passed.

III. Approval of Minutes

The last meeting's minutes from May 24, 2024 were approved on a motion by Mr. James and seconded by Mr. Pearson. Motion passed.

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

No guests were present.

V. Reports

- A. Introduction of Ms. Stephanie Duenas, Director – Mr. Sansom stated that although it's Ms. Duenas first year at Okaloosa Academy, she joins us with a lot of experience from our neighboring school, Okaloosa DJJ. He mentioned that Ms. Duenas had been working closely with all the faculty and staff to provide Okaloosa Academy with a great upcoming school year.
- B. Okaloosa Academy Director's Report & Title I Update – Mr. Sansom provided the Directors report and stated that it has been a great summer and the transition of directors has been very smooth. He stated we are on track for a great year, and the faculty and staff are looking forward to the student joining in on Monday.
- 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

SSO Contract with the City of FWB

Dr. Schnell discussed the SSO Contract with the city of FWB. She stated that we have had good report with them over the last year with hopes to renew the contract for another year. Pearson made a motion to approve the SSO Contract, James seconded. Motion passed.

Authorization to add S. Duenas as a signer on Accounts

Dr. Schnell discussed the need for authorization to add Ms. Duenas as a signer on all accounts and to remove Mr. Schmidt. Mr. James made a motion to approve Ms. Duenas as a signer on accounts, Mr. Pearson seconded. Motion passed.

Human Resources

- A. Okaloosa Academy Personnel Report – The personnel report for Okaloosa Academy was presented by Ms. Daters. There are 13 current employees with 3 vacant positions (math teacher, science teacher, and bus driver/staff support) and 2 terminations. Two of the three positions (bus driver and math teacher) we are currently being filled today, which leaves only 1 open position. Mr. James made a motion to approve the personnel report, Mr. Pearson seconded. Motion passed.

Financials

- A. Okaloosa Academy Financial Reports – Ms. Griffin presented the financial report and stated that the balance looks good with cash at \$1,101,501.59 at the end of the 2023-2024 school year. Revenue was slightly below target at 93.6% and expenses were below our original projected at 92%. Overall, the 2023-2024 school year income and expenditures were in line with the budget. Mr. James made a motion to approve the financial report, Mr. Pearson seconded. Motion passed.
- B. Okaloosa Academy 2024-2025 Budget – Ms. Griffin stated that the new projected budget goes from July 1, 2024-June 30, 2025. The revenue budget is projected at \$2,066,004.98 and expenses are projected at \$2,024,560.79. This new budget projects our ending fund balance to be around \$1,162,945.79. James made a motion to approve the 2024-2025 budget, Pearson seconded. Motion passed.
- C. Audit Update – Ms. Griffin stated that all financial documents have been submitted to the auditor, and she will continue to work closely and provide any requested items.

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 sometime in the fall.

VII. Adjournment

The meeting was adjourned at 12:20pm. Mr. Pearson made a motion to adjourn, Mr. James seconded.