

**LEARNING ACADEMY OF SANTA ROSA
MEETING OF THE BOARD OF DIRECTORS
MINUTES**

**Date: Monday, March 5, 2018
Time: 1:30 pm
Location: Learning Academy of Santa Rosa
Building C Conference Room
5880 N. Stewart Street
Milton, FL 32570**

- I. Call to Order, Review of Public Notice, Roll Call**

The meeting was called to order by Jo Henderson at 1:30 pm. Board Member present was Jo Henderson. Don Lewis Lynn and Robin King submitted Proxy Forms naming Ms. Henderson as their proxy. Guests present included: Dr. Bill Rader, Allison Schnell, Ray Sansom, Terri Roberts, Kara Whitney and Amy Pupo.
- II. Approval of Minutes, November 6, 2017**

The minutes were approved on a motion by Ms. Henderson.
- III. Approval of Agenda**

The agenda approved on a motion by Ms. Henderson.
- IV. Public Comment by previously registered guest, if any**
- V. Director's Report**

Ms. Whitney mentioned how well the tutoring program was going. Adding a morning tutoring session has helped Navarre and Gulf Breeze area students. The school year is going well; FTE numbers have exceeded projections. There are still leaks in the building that need to be fixed. Dr. Rader is going to follow up with the representative to get those issues within the building taken care of. Ms. Henderson added that we are lucky to have Ms. Whitney as the school director.
- VI. Consent Items**
 - 1. Personnel Recommendations/Changes presented by Amy Pupo – The report was approved as reviewed on a motion by Ms. Henderson.**
- VII. Action Items**
 - 1. Financial Reports presented by Terri Roberts**
 - a. Monthly Financial Statement 01/31/2018 – School funds recognition has been distributed.**
 - b. Budget Amendment – Capital fund amount was lower than what we thought, there is quite a disparity with other counties, it was reduced by approximately \$7,000. Money was budgeted for employee salary increases (eligibility required).**
 - c. IRS Form 990 – Ms. Roberts has compared calculations and amounts to the audited financials. Form was reviewed and signed by Ms. Henderson**
 - d. Salary Schedule 2017-18 – has been approved by the school district; ours will be higher than the school district's. Salary letters were prepared for distribution following approval.**

All the above financial reports/action items were approved by Ms. Henderson.

 - e. School Accountability Report (Information Only)**
 - 2. Management Report presented by Dr. Rader/Ray Sansom**

Dr. Rader spoke on school safety and how this campus is very safe. There have been some changes made to policy and the SRO from the district toured and said it was the safest school in the area. Classroom doors are

being locked during the school day. Dr. Rader also talked about how students sent through referrals get onboard when they come to LASR. Due to recent national events, there are going to be allocated state funds for additional SROs at schools. Not sure yet how those will be broken down.

3. Updated Employee Handbook for review and approval – approved with minor edit to page 2 by Jo Henderson.

IX. Emergency Items

X. Public Comment on Non-Agenda Items

XI. Board Member Matters

Another request for additional board members was announced. The next board meeting has been set for Monday, June 11, 2018 at 1:30pm.

XII. Adjournment

The meeting was adjourned by Ms. Henderson at 2:23 pm.

Respectfully Submitted,

Amy Pupo, Acting Recorder