

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

**Date: Monday, November 6th, 2017
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 Board Chairperson, Robin King at 1:31 pm. Board Members present were: Don Lewis Lynn, Jo Henderson and Robin King. Guests present included: Floyd Smith, Allison Schnell, Ray Sansom, Terri Roberts, Kara Whitney and Amy Pupo. Dr. Bill Rader was present via speakerphone.
- II. Approval of Minutes, July 19, 2017**

Mr. King gave everyone the opportunity to briefly review the last meeting's minutes. The minutes were approved on a motion by Ms. Henderson, seconded by Mr. Lynn.
- III. Approval of Agenda**

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

Ms. Whitney started off by stating that the school year is off to a great start. PERT test scores, now available immediately after the test is administered, are showing positive gains (out of 13 students, 11 passed). Ms. Jackson, one of our Teachers, was recognized during Ms. Whitney's report as being phenomenal with the students. These tests have been a big focus. The new Paraprofessional, Ms. Steen, is doing great so far. Kara likes to celebrate little victories – the A+ money and recognition was a huge boost for the school and morale. She also mentioned that she was appreciative of the fact that she recently attended trauma informed care training (conducted by the court system; all staff attended) and plans to continue training ongoing and implementing some of what was learned.
- VI. Consent Items**
 - 1. Personnel Recommendations/Changes presented by Amy Pupo – The report was approved as reviewed on a motion by Mr. Lynn, seconded by Ms. Henderson.**
- VII. Action Items**
 - 1. Financial Reports presented by Terri Roberts**
 - a. Audited Financial Statements 2016-2017**

The auditing firm submitted the reports just in time for the board meeting. The audit was positive, there were no findings and it was clean. The new firm selected for this year's audit was easy to work with, it's a small firm that the experience overall was positive. The management team was happy with how it all turned out. The school did have a loss for the year, but had enough to cover reserve-wise, which was expected with the new building. The school is in the positive money-wise and met its debt service requirements. The audited financials were approved on a motion by Ms. Henderson, seconded by Mr. Lynn.
 - b. Budget Amendment 2017-2018**

House bill 7069 passed. The budget amendment shows an increase to revenue (\$31,171). Some expenditures went up, some went down, overall expenditures increased by \$37,608. There was also a change in digital allocation and a reading allocation was added for after school tutoring. Two buses were purchased as well. The ending fund balance as of 9/30 is \$164,789. It may be February 2018 before millage is distributed. Title I had a positive increase, which some of the increase is going toward a new software. Overall there wasn't a lot of change to the proposed budget. The budget amendment was approved on a motion by Ms. Henderson, seconded by Mr. Lynn.

c. Financial Statements 2017-2018

As of 9/30 (quarterly reports) there is cash in the bank and the total fund balance is \$169,642.

d. Distribution of School Recognition Funds

The school moved up a level and was awarded with A+ funds. Mr. King will sign the agreement ballot to get the funds distributed. The board approved the funds to be awarded to staff on a motion by Mr. Lynn, seconded by Ms. Henderson.

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

Dr. Rader spoke about attendance, that early reports are showing 96-98% attendance rate, that the school is doing something right. He also mentioned that the building contractor has guaranteed to fix and maintain all outstanding issues from the building (leaks on roof, for example). Mr. Sansom also talked about the school being eligible for the recognition funds and how much of an achievement it is for the school.

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, January 22, 2018 at 1:30pm. Meetings going forward are now set for Mondays instead of Wednesdays to accommodate board member schedules.

XII. Adjournment

The meeting was adjourned by Mr. King at 2:15 pm. No one opposed.

Respectfully Submitted,

Amy Pupo, Acting Recorder