

**LEARNING ACADEMY, INC.  
MEETING OF THE BOARD OF DIRECTORS  
MINUTES**

**Date:** October 28th, 2015  
**Time:** 11:00 am  
**Location:** Learning Academy of Santa Rosa  
5880 N. Stewart Street  
Milton, FL 32570

- I. **Call to Order, Review of Public Notice, Roll Call**  
The meeting was called to order at 11:17 am by Chairperson Lt. Jim Killingsworth. Board Members present were Lt. Jim Killingsworth, David Johnson and Jo Henderson. Guests present were Dr. Bill Rader, Terri Roberts, Ray Sansom, Kara Whitney, Bill Emerson and Amy Pupo.
- II. **Approval of Minutes, July 8, 2015**  
The last meeting's minutes were approved on a motion by Ms. Henderson, seconded by Mr. Johnson.
- III. **Approval of Agenda**  
The agenda was approved on a motion by Ms. Henderson, seconded by Mr. Johnson.
- IV. **Public Comment by previously registered guest, if any**  
N/A
- V. **Academic Spotlight**  
A new feature will be added to each meeting. The director of each school will highlight a success story regarding a student. Ms. Whitney shared a story of a young lady who has made major improvements since enrolling, having not attended school from the ages of 11-17 due to taking care of family members.
- VI. **Consent Items**
  - A. **Personnel Recommendations/Changes**  
Ms. Whitney reported that there have been some minor changes to several of the new hires. Several teachers are no longer out of field in their subject.
- VII. **Report and Discussion**
  - A. **Financial Reports**
    1. **Audited Financial Statements FY 14/15**  
Terri Roberts presented the audit information and financial statements. Lt. Killingsworth mentioned that he had reviewed the audit and wondered where we were on accreditation after working on it for 2 years. He said it carries a lot of weight for grants and scholarship opportunities. Mr. Johnson will check on the status. Ms. Roberts mentioned that at the last meeting the audit was a draft, however, there have been no real changes. She presented the Balance Sheet (which has a carryover to reserves) and the included letters. The audit reports state that there were no findings, nor any non-compliance issues this year. The Management Letter also stated that there was nothing to report to the state - no findings and no

recommendations. A motion to approve the Financial Reports/audit findings was raised by Mr. Johnson, seconded by Ms. Henderson.

**2. FY 15/16 Budget Update/Financial Report**

Ms. Roberts also presented the budget update. The original budget showed the FTE from 158 to 185. Mr. Emerson stated to keep in mind that there is a new way to calculate FTE; that the amount may be increased again in February 2016. Ms. Roberts stated that salaries went up; the new building will be paid from operating funds. It was also mentioned that LASR was in a good position for Charter School capital funds, they were grandfathered using the previous rate to calculate. Both the financial report and budget were approved on a motion by Ms. Henderson and seconded by Mr. Johnson.

**B. Director's Report**

Ms. Whitney presented the report. She said the year was off to a fantastic start, that staff is keeping busy, she commends her staff for all their hard work. The teachers have a lot of pride. She also mentioned that the Dept. of Education is taking longer than usual to present certifications, however, she had many staff members who received theirs. Ms. Whitney continues to use testing wisely; she had 53 students with all A's and B's on their report cards.

**C. Management Report**

**1. Approval of new facility purchase**

Dr. Rader presented the information for the new facility purchase. He included the proposal, which would bring 6-8 modular classrooms to campus. The purchase would be \$277,000, which is \$45 per square foot, which would cover the internal workings of the building only. The building will be stucco, and then landscaping and walkways would be brought in (in front). Ms. Whitney can choose the fronts and textures of the outside building herself. The plan is to eventually join another building to this one, the end goal would be to remove all portables from the campus. Dr. Rader has been working with Ms. Whitney on where to locate the new buildings (classroom size is 28x30 feet). An actual proposal will be presented to the Board when available. The timeframe would be about 3 weeks to build out; modular facilities seem to be the most efficient way to go about this venture. They meet all hurricane codes and regulations Lt. Killingsworth asked about internal equipment, to ensure we save funds. It was mentioned that the budget we have is in good shape. Dr. Rader is also working on a survey to determine which buildings to move; based on survey results we will decide where is the best area to logistically place the new buildings. Dr. Rader had a concern about the water runoff, that we will need a swell area. We do not want to do a retention pond. An option is to also add a covered bus drop off to the campus. It was mentioned that the county will have positive feedback for the project. There will be a special Board meeting needed to approve the purchase. The management report was approved on a motion by Ms. Henderson and seconded by Mr. Johnson.

**D. Electronic Options for Board matters**

It was brought to the Board's attention that there may now be changes in law to include electronic options for board member participation (e-voting, e-signatures on documents, telecommunication for meetings). Dr. Rader said he would look into updating the By-Laws to include this option for approval,

however, Lt. Killingsworth said he did not agree with Skype as an option for meeting attendance.

**VIII. Other Action Items**

N/A

**IX. Emergency Items**

A special board meeting will most likely be called prior to the next scheduled meeting, to approve the new building and update the by-laws.

**X. Public Comment on Non-Agenda Items**

N/A

**XI. Board Member Matters**

Ms. Kathy Cabaniss has been removed from the Board. We will be searching for several new board members in 2016. The next meeting is tentatively scheduled for Wednesday, March 16<sup>th</sup> at 11:00am.

**XII. Adjournment**

The meeting was adjourned at 12:10 pm by the Chairperson Lt. Killingsworth.

*Respectfully Submitted,*

*Amy Pupo, Acting Recorder*