

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

Date: Tuesday, October 25, 2022

Time: 1:25pm

Location: The Learning Academy of Santa Rosa/ Meeting also accessible via Zoom

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

The meeting was called to order by Mr. King at 1:15pm. Board members present were: Robin King, Dr. Cheryl Perry and Mr. Lynn. Guests present included: Mr. Thorpe, Dr. Bill Rader, Ray Sansom, Dr. Allison Schnell, Kara Griffin, and Elizabeth Daters.

II. Approval of Agenda

Mr. King motioned to approve the Agenda as written. Dr. Perry seconded. Motion passed.

III. Approval of Minutes from July 26, 2022

The last meeting's minutes from July 26, 2022 were approved on a motion by Mr. King, seconded by Dr. Perry. Motion passed.

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

No guests were present.

V. Reports

A. Learning Academy Director's Report & Title I Update – Mr. Sansom provided the Director report and stated that the school's FTE is 118. He thanked Mr. Thorpe and Ms. Glover for their support and hard work this year. The last open house was a success with 75 families present. Mr. Sansom stated that the school is preparing for a Title I family breakfast. The school is also starting a new program called Suite 360 to address mental health.

B. Management Report – Mr. Sansom's Director's Report covers the Management Report.

VI. Discussion & Action Items

Human Resources

A. Personnel Report – The personnel reports for The Learning Academy of Santa Rosa was presented by Ms. Daters. There are 14 current employees, of which 4 are new hires. Mr. King made a motion to approve the report, Dr. Perry seconded. Motion passed.

B. 22-23 LASR TSIA – Ms. Daters presented the updated Teacher Salary Increase Allocation. She stated that the letter explains the TSIA process and requirements. Ms. Daters presented the allocations report which shows the new minimum at \$47,944.40.

Mr. King made a motion to approve the teacher salary increase allocations, Dr. Perry seconded. Motion passed.

#### Financials

- A. Introduction - Kara Griffin introduced herself as the new Accounting Manager for the Rader Group.
- B. Check Signer – Dr. Schnell stated that Ms. James needs to be removed as check signer and Ms. Griffin needs to be added. Dr. Perry made a motion to update the check signer, Mr. Lynn seconded. Motion passed.
- C. Audit Letter to the Board – Ms. Griffin shared the letter from the auditor which states that the 2021-2022 audit was clean and within normal limits.
- D. Final 2021-2022 Audit – Ms. Griffin stated that the complete audit is attached in the board meeting agenda email for review. Dr. Perry made a motion to approve the final audit, Mr. Lynn seconded. Motion passed.
- E. Learning Academy Financial Reports – Ms. Griffin presented the financial report and stated that the school is on track for expenses. The balance sheet assets are at \$331,989. The budget was conservative with FTE count of 100, and October FTE count was 118. Dr. Perry made a motion to approve the financials, Mr. Lynn seconded. Motion passed.

#### 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 late January/early February with more details to come.

#### VII. Adjournment

Mr. King called the meeting to adjourn at 1:28.