

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

Date: Wednesday, May 24, 2023

Time: 3:00pm

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 3:00pm. Board members present were: Robin King, Dr. Cheryl Perry and Mr. Lynn. Guests present included: Dr. Bill Rader, Ray Sansom, Dr. Allison Schnell, Kara Griffin, Jessica Yopp, 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

The last meeting's minutes from April 25, 2023 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's report and stated that there were 122 students enrolled by the end of the school year. He said it's been a great year and he is pleased with the leadership and team at the school.

B. Management Report – Mr. Sansom provided the management report and reiterated the success of the school year.

VI. Discussion & Action Items

Human Resources

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

Financials

A. 2022-2023 Learning Academy Amended Budget – Kara Griffin presented the amended budget and stated that revenue increased due to the increase in enrollment. The initial budget from August was based on 100 students and the new weighted FTE

is 139. Overall expenses are in line, and Ms. Griffin stated that Ms. Glover has done a great job managing the school's expenses. It is projected that The Learning Academy will end with a healthy reserve of \$251,787.16. Dr. Perry made a motion to approve the amended budget, Mr. Lynn seconded. Motion passed.

- B. 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 \$348,918.92. Current expenses are at 81.4% which puts The Learning Academy right on track for the year. Dr. Perry made a motion to approve the financials, Mr. King seconded. Motion passed.
- C. Audit Engagement Letter – Ms. Griffin presented the signed audit engagement letter from Moss, Krusik & Associates, LLC. This letter gives a description of the audit scope and outlines what is required to complete the audit. Dr. Perry made a motion to approve the audit engagement letter, 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 has not been determined, it's likely to occur in late June or early July.

VII. Adjournment

Mr. King called the meeting to adjourn at 3:15pm.