

MINUTES

Belmont Academy Governing Board

Meeting of the Board of Directors

Date | time: 4/22/2019 7:00 PM | Meeting called to order by: Luke Sparks, Chairman

In Attendance

Governing Board:

Luke Sparks, Chairman – present

Will Myers, Secretary – present

Jay Poole, board member – present

Jonny Handy, Treasurer – present

Shellie Young, board member – not present

Katie Tyler, board member – present

Jessica Klanderud, board member – present

Belmont Academy:

Lawton Unrau, CEO

Ron Barker, Principal

Belmont Staff: Dawn Carboni, Drew Sloan, Laura Lashley,
Laurie Tyler, Mandi Jackson and Apryll Tillotson.

Additional Attendees:

Jim Zuber, Contractor

Matt Rocco (parent) – Project Support

A Quorum was present.

Public notice has been confirmed regarding this board meeting

Agenda

General Business:

1. Call meeting to order and take attendance
2. Confirm public notice for the meeting has been established and welcome visitors
3. Opportunity provided to move any Consent Item to the Action Item agenda for board discussion and review.
4. Close and adopt the agenda.
5. Invitation for Public Comment on any Action Item

Mr. Sparks made an invitation for Public Comment on any Action Item or another topic if anyone present wanted to speak. Mrs. Lashley expressed her concern that the teacher contracts are “at-will” contracts and she would like to see due process integrated to the teacher contracts as part of employment termination including a grievance process. A

discussion regarding details surrounding employment termination of any staff member followed including how and when to best notify staff, correspondence to parents, and how to manage teacher and student concerns through the process. Both Mrs. Tillotson and Mrs. Lashley expressed concern that students may feel like they can easily get a teacher fired, which is troubling. Mr. Poole advised teachers to be very proactive to report any type of discipline or attitude matters regarding the students. Mrs. Tillotson also expressed concern about the employment grievance process and how it currently works. Mr. Poole explained that the process that Belmont follows is closely guided by the school's attorney and procedures are followed. He added that any decision effecting employees are carefully weighed and not based solely on light analysis by Mr. Barker. Mrs. Carboni expressed her appreciation of the willingness of Mr. Barker and administration to consistently support her role and department needs throughout her employment at Belmont. Mrs. Jackson explained that she feels like she can approach Mr. Barker and that she is heard and supported even though they may not always agree. Mr. Sparks expressed interest in working together to get everyone on the same team and remember that educating the students is Belmont's number one goal. Mr. Unrau suggested that the procedures that Belmont follows, as recommended by the school attorney, could be formalized as a policy and adopted by the school board pending legal review and recommendation. Mr. Unrau agreed to report back to the board with his findings relating to such a policy along with any recommended teacher contract edits, if any, by the school's attorney.

Consent Agenda: The administration recommends approval of the consent agenda. Items with a * have supporting documentation.

1. Appoint Ron Barker to be the Representative to Facilitate Parental Involvement per FS 1002.33(9)(p)(2) currently held by Principal Ron Barker
2. *Approve **School Board Meeting Notes** March 26, 2019
3. *Approve **School Board Vision and Planning Committee Meeting Notes** Dec 14, 2018 and Jan 30, 2019
4. *Approve recent **New Hires and Staffing Changes** including contracted and hourly staff
5. Approve the Chamber of Commerce mixer to be held at Belmont Academy November 14, 2019 5pm-6:30pm
6. *Ratify the updates to the **Student and Parent Handbook** rev 3-25-2019 and the **Parent and Student Enrollment Agreement** rev 3-25-2019

7. *Approve the additions to the Code of Student Conduct 2019-2020
8. *Ratify approval of the **insurance policy modification** relating to Loss of Business Income eliminating the co-insurance aspect (favorable to Belmont) for a minimal cost adjustment.
9. *Approve narrative and plan to purchase additional chrome books as part of the SAFE (Students Attired For Education) Grant program funds. All funds will be utilized purchasing additional chrome books.
10. *Adopt the Internet Safety Policy aligned with the Children’s Internet Protection Act (CIPA) effective July 1, 2019.
11. *Approve revised Belmont Academy Bylaws

Mr. Poole made a motion to approve the consent agenda, Mr. Handy seconded the motion and with no further discussion the consent agenda was approved unanimously.

Presentations:

1. Matt Rocco – New playground development report
Matt Rocco provided a draft model representation of a playground model for Belmont. The project is estimated to cost approximately \$100,000 based on his research. Mr. Rocco emphasized the importance of soliciting multiple vendor options. He also suggested looking into the “Lowe’s Grant” as a possible funding source.
2. *Jim Zuber with All Seasons Planning and Design will provide an update regarding progress on research and planning for additional land and facilities/school expansion.
Mr. Zuber presented the board with potential project costs based on the scope of work. He also updated the directors on relevant details to move forward. Mr. Zuber recommended that he meet with Mr. Barker and Mr. Unrau to evaluate feasibility of different project options relative to student population.

PTO Report:

1. Planning for 2019-2020 transition and any additional PTO updates

Mr. Unrau inquired to the status of the fun run teacher award report. Mrs. Tyler will be following that up but said that information is pending from the event sponsor. Mrs. Tyler mentioned the upcoming mother son event. A succession plan for the PTO has not yet been put in place but Mr. Summerall is expected to make some suggestions for consideration.

Principal Report:

1. Condition of School Climate including both students and staff

Mr. Sparks noted that this topic had been discussed as part of a prior discussion and no further input was needed.

CEO Report:

1. Provide and review the preliminary DRAFT school budget for 2019-2020 for discussion and plans for additional evaluation.

- i. Discussion to include possible new positions (AP, Guidance, Intervention Support and possibly more).

After review and limited discussion the consensus was that administration should continue developing the details of the budget as more information comes available. Since there is expected to be significant tech needs including chrome books and computers for the upcoming 2019-2020 school year, the consensus among the directors was the leasing the equipment will probably be preferred. It was noted that the curriculum budget may be lighter than usual in 2019-2020 but it is expected to be a large expenditure in the following school year and should be planned for.

2. Review potential needs for facility upgrades or improvements.

It was noted that potential improvements for consideration include an ice machine for the lunch room, a washer /dryer for clothes which has a location for connection, and consideration to convert a staff bathroom to be a shower.

3. Provide a progress update regarding insurance renewals for 2019-2020 including the Package Policy (General Liability and Property/Facilities), Workers Compensation and Student Accident insurance.

Action Items: Items with a * have supporting documentation.

1. *Approve the Invitation to Bid and Contract for Vended School Meal Services for 2019-2020 contingent upon final FDACS approval for release.

Mr. Poole made a motion to approve the Invitation to Bid and Contract for Vended School Meal Services for 2019-2020 contingent upon final FDACS approval for release. After a brief discussion confirming details regarding public availability of the bid, Mr. Handy seconded the motion and with no further discussion the motion passed by unanimous vote.

2. *Adopt the Vision and Planning Committee Summary as guiding principles
Mr. Poole made a motion to adopt the Vision and Planning Committee Summary as guiding principles. Mrs. Tyler seconded the motion. Mr. Barker expressed his confidence in the guiding principles and with no further discussion the motion passed by unanimous vote.

Closing Comments from Directors:

Mr. Sparks thanked everyone for attending the meeting and their input. Mr. Sparks stressed the importance of admin, faculty and the governing board to work together to build confidence.

The meeting was adjourned at 8:54 pm by Mr. Sparks, Chairman.