

Bay Haven Charter Academy, Inc.
Board of Directors Meeting Minutes
Thursday, August 2, 2018
North Bay Haven Charter Academy
Media Center
4:00 pm

Attending: Mrs. Scotti Haney, Mr. David Haight, Mrs. Tiffany Ennis, Mr. Robert Fleming, Mr. Waylon Thompson, Mrs. Sandy Porter, Mrs. Joyce Wilson, Dr. Jeremy Hatcher

Absent: Mr. Jon McFatter

Others attending: Mr. Larry Bolinger

- I. **Call to Order** – 4:02 p.m.
- II. **Pledge of Allegiance** – Mrs. Scotti Haney
- III. **Prayer** - Mr. Robert Fleming
- IV. **Approval of Agenda** – Mr. Thompson made a motion to approve the agenda as presented. Mr. Haight seconded the motion. All in favor, no further discussion, motion carries.
- V. **Approval of Minutes** – 06/15/2018, 06/28/2018, 07/12/2018 – Mr. Haight made a motion to approve each set of minutes as presented. Mr. Fleming seconded the motion. All in favor, no further discussion, motion carries.
- VI. **Student Recognitions** – Bay District Schools and Haven won the Pete Taylor Partnership of Excellence Award for Exemplary Community Partnerships with Tyndall AFB and the Naval Support Activity. Mrs. Turnmeyer went to Washington DC to accept award for BDS and Haven.
- VII. **Action/Informational Items**
 - A. RFP Legal Services – Presentation from Burke and Blue – Board members were given the opportunity to ask questions. Mrs. Ennis joined by phone. Mr. Haight made a motion to approve the proposal in principal and allow the chairman to negotiate the details as mentioned for an hourly basis for the first year. Dr. Hatcher seconded the motion. All in favor, no further discussion, motion carries.
 - B. PCMI Update – PCMI wants to maintain the property, and has no intention to sell the property. They are not opposed to entering into a more specific contract including first right of refusal. There was a discussion regarding PCMI and their relationship with AMI Kids. PCMI has purchased desks, finished the promised fencing and has totally embraced NBH. In the future, it is suggested that Haven might want to look at a future SRO for that location.
 - C. Substitute Pay – Ms. Swindler presented the analysis. It was revealed that we must begin offering long term subs benefits if they work for more than a month full time. The CFO's recommendation is that we raise the substitute rate per day and it has already been factored into the budget. Mr. Fleming made a motion to approve the change in substitute pay as presented in the board packet. Mrs. Porter seconded the motion. All in favor, no further discussion, motion carries.
 - D. Employee Rollover Leave – The CFO stated that intent of this policy is to treat every employee group fairly as much as possible. She stated it had been vetted by administration. Dr. Hatcher made a motion to approve the change to the termination of

employment policy, employee rollover leave policy and disability policy subject to minor grammatical and punctuation corrections. Mrs. Wilson seconded the motion. All in favor, no further discussion, motion carries.

- E. Phase 2 – athletic complex – The CFO was asked if funding made it possible to move forward. The CFO is recommending moving forward with phase 2. Mr. Thompson made a motion to approve moving forward with the expenditure on phase 2. Mr. Fleming seconded the motion.
- F. Crosswalk Update – This project is progressing. The lights are up. The striping and middle island has to be filled in. When the crosswalk is done, the development order on the property across the street should be issued.
- G. Presentation of Haven goals – The theme for this school year is “Great to Incredible”. Over the last two days faculty has discussed what it means to be incredible. We felt a need to motivate our faculty and staff. There is a new teaching evaluation program. We have committed administrators to classroom walkthroughs which really lends itself to conversation with the teachers. Mr. Bolinger has committed to seeing every teacher in an observation at least twice during the year. This is a tool that over two thirds of the charter schools in the state of Florida have adopted. The International Center for Leadership in Education, led by Dr. Bill Daggett, will be partnering with this organization.
- H. Approval of SRD contracts for NBH – Mr. Bolinger recommended approval. Mr. Thompson made a motion to approve the SRD agreement with the Bay County Sherriff’s office as presented. Mr. Haight seconded the motion. All in favor, no further discussion, motion carries.
- I. Reclassification of NBH Med tech position (6 hr) to Med tech/clerk (8 hr) – This was a 6 hour position but with the increase in students and volume of work, NBH administration felt 2 hours of clerk/office help was needed. Additional labor cost has been accommodated with the addition in students. Mr. Thompson made a motion to approve the reclassification of the Med tech position from 6 hr a day to 8 hr a day. Mr. Fleming seconded the motion. All in favor, no further discussion, motion carries.

VIII. Safety/Security Update - A risk assessment was completed by Mr. Gant and Mr. Spivey. required by legislation and Haven partnered with BDS on the mental health portion of that. Training is going to be done with teachers and staff. Mr. Spivey said the theme for all training is vigilance. The objective is to be in a more preventative mode rather than a reactive mode.

IX. Announcements

- A. Agenda meeting for the next board meeting will be Thursday, August 30th at noon. Please get any items for discussion to Mr. McFatter or Ms. Maddox by that time.
- B. The next Board meeting will be held on Thursday, September 6th at 4:00 p.m. at the North Bay Haven campus in the Media Center.

X. Public Comments

XI. Board Comments – Mr. Fleming asked about an update regarding the PC Swim Team. Mr. Bolinger and Ms. Swindler stated they would like to approach the foundation board president, Troy Campbell. In other planning regarding facilities and needs, the CEO and CFO will put together a committee that will discuss facilities planning for the next five years. A workshop for the purpose of input was discussed. Mr. Fleming stated he would like to be part of that committee if possible. Mrs. Porter mentioned that in past meetings the BH PTSP report and its

lack of any detail has been discussed. She requested Mrs. Vickers contact the PTSP and ask for much more detail in their monthly board reports. A request for a financial report on Transportation was voiced. The CFO explained that the program is funded twice a year from FTE in addition to income from fields trips making several components of such a report projections. The financial staff will meet with Mr. Arrington and get a board report compiled with ridership numbers and a projection of financial information periodically. The NBH Football boosters will be having their fundraising dinner with Bobby Bowden speaking at the FSU Holley Center on August 4 at 5 p.m. An Alumni association for NBH is beginning to form. Mr. Haight mentioned that the NBH Environthon team placed 14th in the nation. At the start of school, by Florida law, every school must display the State motto "In God We Trust". Mr. Bolinger would like to display a seal of the State of Florida to display in the front offices.

XII. Public Recognition - none

XIII. Adjournment – 6:19 p.m.