

MINUTES

Belmont Academy Governing Board

Meeting of the Board of Directors

Date | time: 10/29/2018 7:05 PM | Meeting called to order by: Luke Sparks, Chairman

In Attendance

Governing Board:

Luke Sparks, Chairman – present
Will Myers, Secretary – not present
Jay Poole, Board member – present
Shellie Young, Board member – present
Katie Tyler, Board member – present
Jessica Klanderud, Board member – not present
Jonny Handy, Treasurer – present

Belmont Academy:

Lawton Unrau, CEO
Ron Barker, Principal
Andrew Lang, Teacher

A Quorum was present.

Public notice has been confirmed regarding this board meeting

Agenda

Luke Sparks, Chairman called the meeting to order at 7:05pm.

General Business:

1. Call meeting to order and take attendance
2. Confirm public notice for meeting has been established
3. Appoint the Representative to Facilitate Parental Involvement per FS 1002.33(9)(p)(2) currently held by Principal Ron Barker
Ron Barker was appointed and agreed to continue in this role.
4. Presentation of Belmont FSA PERFECT SCORE Recognition Awards
The Principal Ron Barker recognized the students who achieved perfect FSA scores in 2018. Award certificates were presented to the Belmont students.
5. Review DRAFT school board meeting notes September 17, 2018
6. Review DRAFT school board committee meeting notes October 11, 2017

Consent Agenda Vote:

Opportunity provided to move any consent item as an Action Item for board discussion and review
The directors did not request that any consent agenda item be moved to the Action Agenda.

1. School Board Meeting Notes September 17, 2018
2. School Board Meeting Notes October 11, 2018
3. Approve IRS Form 990 tax report to be filed as completed by Reddish and White, CPA
4. Approve recent new hires and staffing changes including contracted and hourly staff -- see report for details
5. Approve Mental Health Consultant Agreement with Kim Carpenter Herring (Attorney Reviewed)
6. Approve Frontline Education Contract for Employee Evaluation Management module renewal

Jay Poole made a motion to approve the Consent Agenda items, Shellie Young seconded the motion and the consent agenda was passed unanimously.

PTO Report:

Katie Tyler provided a brief update of the PTO events currently underway. She also explained that she has been working with the PTO directors board to distribute a regular newsletter with updates of events and announcements.

Additional Speakers:

Chairman Luke Sparks recognized a request that Mr. Matt Rocco, a Belmont parent, had requested to speak to the school board. Mr. Rocco requested (1) When the PTO funds projects with fund raised money that they provide notice of how the money has been spent. (2) That the playground equipment needs updating and some equipment needs replacing, at some point. Mr. Rocco also mentioned providing additional access of the soccer fields to all age groups. (3) That ongoing attention continue to be paid to the care of the culinary program and (4) That the board evaluate what the goal is to maintain and motivate students as they grow into the High School.

The comments were well received by the directors with some brief but relevant discussion. Mr. Barker mentioned that the PTO donation for the playground has not yet been allocated and that requests for quotes are in progress. Mr. Rocco offered to assist in driving this project forward.

Chairman Luke Sparks recognized Mr. Andrew Lang, Belmont Teacher who had been asked by Jay Poole to provide some comments regarding school vision and direction. Mr. Lang offered his input explaining that using time and people efficiently should be a top priority. Having High School students

that have common interests is important. Having high achieving academics should be important. He would recommend that the 7-period schedule be changed back to a 6-period schedule or possibly a Mon-Thur block schedule. It is essential to offer meaningful classes with less emphasis on vocational coursework as these are so well done at Florida Gateway College already. Belmont can excel at moving all students up to higher performance levels through securing top talent staff and efficient use of schedules. Paying and attracting staff with appropriate benefits is important and should be evaluated.

Director Jay Pool then provided an outline along with an overview for Belmont directors to consider and discuss moving forward. The overview included: Facilities; High School Direction and Student Count Projections; Elementary School Direction and Count Projections; Middle School Direction and Student Count Projections, Employee Benefits and Retention, Parental Involvement and Learn from the Best Charter Schools. Some discussion followed with an expectation that Belmont would reach out to some Florida Charter schools with some initial questions. Some future school visits can be planned.

Principal Report:

1. Updates: FTE Week and current enrollment; Staffing; and Condition of School Climate including both Students and Staff.

Mr. Barker provided an overview of current student counts and future projections for 2018-2019.

CEO Report:

1. Update on new directors governance training and background checks.
All new directors have reported completion of the fingerprint process and governance training.
2. New classroom building construction and FCB loan update including available funds
Mr. Unrau provided a summary of the pending loan payments and tentative schedule that will complete the construction loan process.
3. Teacher proposal to modify paid time off plan
The directors decided to include evaluation of this proposal as part of the larger benefits and staff pay evaluation being discussed. As a result, this plan was not evaluated at this time.
4. Jul-Sep (first quarter) 2018-19 Financial Reports; Update on bookkeeping, budgeting and accounting procedures and support.
Mr. Unrau reported that first quarter financial reports have been provided to Columbia District. He added that Mr. Trainor, Belmont's CPA has been an important part of Belmont's bookkeeping and accounting process. Mr. Unrau reviewed Mr. Trainor's original proposal to Belmont with the directors requesting that the board continue to evaluate software and/or accounting upgrades for the school. Mr. Poole suggested that Mr. Unrau could gather some additional information relating to how other charter schools function before moving forward.
5. 2018-2019 Budget Revision: Summary and Report.

Mr. Unrau provided specific comments about some of the more significant changes to the budget that are impacting the bottom line. He also explained that the budget will continue to be aligned as part of the accounting process and CPA support.

6. Legal update

Mr. Unrau explained the status of recent matters involving Mr. Arnold, the school's attorney.

Action Items:

1. Discuss and approve General Fund and Internal Fund Audits for 2017-2018 as completed by Reddish and White, CPA
Item 1 was removed from the agenda by Chairman Sparks, pending Reddish and White visit to Belmont at the next scheduled directors meeting. Mr. Unrau explained that it has been uploaded as required (by the deadline) as well as posted to the Belmont web site.
2. Review and discussion of updated budget
Jonny Handy made a motion to approve the amended budget as drafted, Shellie Young seconded the motion and the updated budget was passed unanimously.
3. Review proposal from All Seasons Planning for "an additional septic application" scope of work
Shellie Young made a motion to approve the proposal from All Seasons Planning for "an additional septic application", Katie Tyler seconded the motion and the proposal was passed unanimously.

Additional Discussion:

Luke Sparks explained that during his research regarding possible land acquisition currently being leased by the school and additional property, that Broker Scott Stewart has offered to draft a sample offer that the Belmont School Board can review and evaluate. Mr. Sparks added that this is preliminary in nature and not yet clear how interested the land owner may be in selling.

Jay Poole made a motion for Luke Sparks to request Scott Stewart to draft a sample offer for BACS Board review. Jonny Handy seconded the motion and the motion was passed unanimously.

After some discussion regarding the Nov 26 and Dec 17 scheduled governing board meetings, Jonny Handy made a motion to cancel the Nov 26, 2018 and the December 17, 2018 meetings and schedule the next Governing Board meeting to be held Dec 10, 2018 at 6:30pm. Katie Tyler seconded the motion and the motion was passed unanimously. Mr. Unrau will ensure all forms of public notification and schedules are updated accordingly.

With no further business Board Chairman Luke Sparks closed the meeting at 9:08pm