

MINUTES

Belmont Academy Governing Board

Meeting of the Board of Directors

Date | time: 7/30/2018 7:05 PM | Meeting called to order by: Will Myers, Acting Chairperson

In Attendance

Governing Board:

Jonny Handy, Treasurer – present

Will Myers, Secretary – present

Luke Sparks, board member – present

Katie Tyler, board member – present

Jessica Klanderud, board member – present

Belmont Academy:

Lawton Unrau, CEO

Ron Barker, Principal

Rob Summerall, PTO President

Jim Zuber, Consultant

A Quorum was present (5 directors of 5).

Public notice has been confirmed regarding this board meeting

Agenda

Mr. Myers, Acting Chairperson called the meeting to order at 7:05pm, Director and staff attendance was taken and recorded.

General Business:

1. Appoint the Representative to Facilitate Parental Involvement per FS 1002.33(9)(p)(2) currently held by Principal Ron Barker.
After a brief review of the state statute by the directors, Ron Barker was appointed and agreed to continue in this role.
2. Review the draft meeting notes from June 18, 2018
The draft was accepted without changes
3. Rick Bicknell resignation was recognized and acknowledged by the directors.

PTO Report:

Mr. Summerall explained the results of the survey that the PTO held. The campaign message is “Let your voice be heard”. A calendar will be developed very quickly. Fundraisers will include “chocolate” and “Fun Run” among others. New banner advertising is underway and has the potential to raise \$12,000. Mr. Summerall also explained that general PTO meetings are being held at 3:30 after school and child supervision is available all to increase participation.

All Seasons Planning Report (Jim Zuber): Update regarding the package plant for future sewage treatment.

Mr. Zuber provided a detailed summary of the report his company provided. Mr. Zuber recommended that the board consider an additional modification to the existing permit with the state while planning and development of the package plant is pursued simultaneously. Director Jonny Handy requested that Mr. Zuber create a proposal to outline and provide the services to work on a modification and that Mr. Unrau could approve such a proposal not to exceed \$1500. Mr. Myers made a motion to proceed as Mr. Handy proposed. Mr. Handy seconded the motion and the directors voted unanimously to approve as motioned. In addition, the report will be taken under review by administration and the school board at a future meeting.

Principal Report:

Mr. Barker commented that the first day of pre-planning is off to a great start. He explained that overall enrollment numbers are being maintained steady.

1. Staffing updates and changes review

Mr. Barker reviewed the report with the directors explaining staffing changes and contract changes since the prior school board meeting.

2. Results of parent/guardian online survey

Results were reviewed, and the directors recommended an additional survey be issued end of the semester with consideration for changing some of the questions while keeping some the same. Based on the outcome of a specific survey question, Mr. Handy indicated that Belmont has a net promoter score of 70 (considered "world class").

CEO Report:

1. Brief review of Consent Agenda Items. Opportunity provided to move any consent item as an action item for board discussion and review.

No consent agenda items were converted into an Action Item

2. 2017-2018 July 2018 and Year to Date financial reports

Mr. Unrau discussed the latest summary financials with specific attention to the balance sheet and the recent financial picture.

3. Closeout 2017-2018 budget overview

i. Transfer of Daycare Internal Fund account balance to the General Fund (daycare operations ceased operations the end of 2017-2018 school year).

Mr. Unrau reviewed the Closeout 2017-2018 budget highlighting any matters of significance for the directors and gave an opportunity for review and questions.

4. Amended 2018-2019 budget overview

Mr. Unrau reviewed the changes to the 2018-19 budget for the directors and gave an opportunity for review and questions. A review of the funding relative to the current classroom construction project was also highlighted.

5. FSSAT completion

(Florida Safe Schools Assessment Tool)

Mr. Unrau reported that first responder agencies have toured the campus this summer and that their reports are attached to Belmont's final FSSAT report as provided to the directors for final review. No changes to the report or additional recommendations were provided by the directors. The report has been submitted to FDOE and provided to Columbia District.

Action Items:

1. Post-interview review of director applicants (3)

After opportunity for discussion, Mr. Handy recommended and made a motion that the school board elect both Mr. Jay Poole and Ms. Shellie Young as directors to the school board. With no second to the motion there was no vote. After further discussion, Mr. Luke Sparks made a motion to approve the current three active applicants including Tanya Davis to be elected as directors. Jessica Klanderud seconded the motion, but the motion was voted down with the remaining 3 directors voting no. It was noted by Mr. Handy that his recommendation is keeping with a strong desire to maintain an odd number of directors. Mr. Handy made a motion to elect only two candidates at this time, being Mr. Poole and Ms. Young. Katie Tyler seconded the motion and the motion carried by a vote of 3-2 with Luke Sparks and Jessica Klanderud voting no.

2. Simque Construction offices upgrades project - Room 133 (quote provided). Basic walls, doors, lighting controls, HVAC, data addressed as needed to improve space.

Mr. Handy made a motion to accept the quote as proposed. Katie Tyler seconded the motion and the directors voted unanimously to approve the contract.

3. Establish school board committee and set meeting time for Principal Review 2017-2018

Luke Sparks inquired if consultants or other non-directors be included in the review process. Mr. Unrau agreed to inquire regarding all the parameters and would have additional direction at the next regularly scheduled school board meeting.

4. Closeout 2017-2018 budget

Mr. Handy made a motion to accept the closeout 2017-18 budget. Ms. Klanderud seconded the motion and the directors voted unanimously to approve the closeout 2017-18 budget.

5. Employee report including recent new hires and staffing changes including contracted and hourly staff.

Mr. Sparks made a motion to accept the new hires and staffing changes as reported. Mrs. Tyler seconded the motion and the directors voted unanimously to approve the new hires and staffing changes as reported.

6. Amended 2018-2019 budget

Mr. Handy made a motion to accept the closeout 2017-18 budget. Ms. Klanderud seconded the motion and the directors voted unanimously to approve the closeout 2017-18 budget.

7. Health care plan selection including major medical, dental, vision for 2018-2019.

Mr. Handy made a motion to accept the plan selection for health care including major medical, dental and vision for 2018-2019 as provided. Mrs. Tyler seconded the motion and the directors voted unanimously to approve the specified plans as noted.

8. Select Occupation Therapy provider for Belmont 2018-2019 (quotes provided)

Mr. Handy made a motion to accept the administration recommended quote as provide by Marci Schneider. Mrs. Tyler seconded the motion and the directors voted unanimously to approve Marci Schneider OT quote for 2018-2019.

9. Safe Schools Mental Health Plan for Belmont Academy revised

Mr. Sparks made a motion to accept the revised and updated Safe Schools Mental Health Plan for Belmont Academy. Ms. Klanderud seconded the motion and the directors voted unanimously to approve the revised and updated Mental Health Plan. This school board approved plan is being provided to the Columbia District.

Consent Agenda Vote:

1. Meeting Notes July 9, 2018
2. Approval department chair job description
3. Early Learning Coalition VPK contract 2018-2019
4. Modify the school calendar for 2018-2019 to include March 25 (178 days total). No other changes to the currently approved calendar.
5. Approve transfer of Daycare account balance from the Internal Fund into the General Fund
6. FDOH Columbia County Dental Program Renewal 2018-19

Mr. Handy made a motion to approve the Consent Agenda Items. Ms. Klanderud seconded the motion and the directors voted unanimously to approve the Consent Agenda as provided.

Additional Discussion:

Mr. Handy noted that Mr. Myers has been the interim chairman and which Mr. Myers has agreed to function in temporarily. Mr. Handy expressed interest in having a President and Chairman in place within the next few months. After some discussion, Mrs. Tyler nominated Mr. Luke Sparks to be President and Chairman. Mr. Myers seconded the motion and the directors approved as motioned with the only no vote cast by Mr. Handy. Mr. Sparks will assume his new role at the end of this meeting. Mr. Myers will remain Secretary.

Comments from Board Members:

Mr. Handy requested that with Mr. Summerall source some improved “female fit” shirts for the entire line-up VPK-12 as this has been a common request among parents. Some requests were also made for better fits male shirts as well.

Mr. Sparks expressed interest in having teacher representation as well as parent representation at school board meetings whenever reasonable and possible with the understanding that additional perspectives or points of view can be helpful.

With no further comments the meeting was adjourned at 9:32 pm by Mr. Will Myers, Secretary and Acting Chairperson.