

MINUTES

Belmont Academy Governing Board

Meeting of the Board of Directors

Date | time: 5/14/2018 7:10 PM | Meeting called to order by: Will Myers, Acting Chairperson

In Attendance

Governing Board:

Jonny Handy, Treasurer – present

Will Myers, Secretary – present

Rick Bicknell, board member – not present

Luke Sparks, board member – present

Katie Tyler, board member – present

Jessica Klanderud, board member – present

Belmont Academy:

Lawton Unrau, CEO

Ron Barker, Principal

Dominique Ward, Assistant Principal

Sandra Heitzman, PTO President

Mandi Jackson, Belmont Staff

Rob Summerall, Incoming PTO President 2018-2019

A Quorum was present (5 directors of 6).

Public notice has been confirmed regarding this board meeting

Agenda

Mr. Myers, Acting Chairperson called the meeting to order at 7:10pm, Director and staff attendance was taken and recorded.

Mr. Myers asked incoming PTO President Rob Sumerall to introduce himself. Mr. Summerall expressed his great desire for unity for the entire school and how he would strive to accomplish goals for the betterment of Belmont and all its stakeholders. Everyone agreed that they looked forward to his PTO leadership.

General Business:

1. 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.
2. Review meeting notes April 9, 2018
Will Myers status was corrected to present, no other changes to the draft were made.

PTO Report:

Sandra Heitzman, PTO President reported on final PTO events for the school year including the yearbook signing party. Mrs. Heitman was recognized for her commitment and excellent service to the Belmont PTO as President during the 2017-2018 school year.

Principal Report:

1. Any matters related to facilitating parental involvement or representative duties presented Mr. Barker reported that even though the Belmont parent involvement program is very successful, he has goals to increase involvement and communications.

Director Mr. Handy inquired about advanced placement classes and performance. Mr. Barker provided updates on anticipated performance and goals for future expansion and performance.

2. Principal updates regarding the condition of the school, staff and student body. Mr. Barker explained the progress relating to the hiring of new teachers for 2018-2019. Additionally he explained current conditions relating to student behavior standards and areas for improvement.
3. Update regarding student enrollment for 2018-2019. The current K-12 enrollment target continues to be 500 students, which was the pre-planning value provided to Belmont's sponsor.

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.
2. 3rd quarter financial reports and review
3. Lunch room acoustics options updated, 30 day notice needed for product delivery and scheduling. A new product purchase only option is available for review.
After board discussion the consensus was to notify All Seasons Planning, Inc. that the school would like to move forward with plans to install the sound dampening materials as proposed.

Action Items:

1. Proposal to provide coordination and research services for new Belmont Facility Growth Projects by All Seasons Planning, Inc., Jim Zuber. Phase 1 research services "Package Plant for Future Sewage Treatment on Site".
After some discussion Mr. Handy made a motion which was seconded by Mr. Sparks to approve this contract. The board voted unanimously to approve the contract.
2. Florida Capital Bank, N.A., Commitment Letter for \$230,000 loan for acquisition of new classroom, equipment. Terms detailed within the commitment letter.
Mr. Sparks made a motion which was seconded by Mr. Handy to approve the commitment letter. The board voted unanimously to approve the letter.

3. Florida Capital Bank, N.A., DRAFT loan documents for the acquisition of new classroom, equipment. Mr. Handy made a motion which was seconded by Mr. Sparks to approve this loan documents and the related signing of them by the school board when closing can be arranged. The board voted unanimously to approve as motioned.
4. Letter from Columbia County School District requesting a response as to whether Belmont intends to partner with CCSD in negotiations with the Columbia County Sherriff's Office regarding a safe school officer.
Mr. Sparks made a motion which was seconded by Ms. Klanderud to approve the negotiations as provided for in Mr. Barker's email to the Columbia School District. The board voted unanimously in approval.
5. Belmont Academy 2018-2019 Department Flow Chart: Review and Analysis
After discussion and no further comments Mr. Handy made a motion which was seconded by Mrs. Tyler to approve Belmont Staffing Flow Chart as drafted with adjustments to be made by the administration as and where needed to best facilitate implementation. The board voted unanimously to approve as noted.
6. Establish K-12 enrollment numbers for 2018-2019
After some discussion and confirming 2018-19 K-12 enrollment is projected for 500, Mr. Handy suggested opening an additional Kindergarten class. Mrs. Tyler seconded the motion and the board voted unanimously to approve as recommended.

Additional Discussion:

Mr. Myers requested that an updated determination of the volunteer hours requirement be established and distributed. The board agreed that the administration should draft an updated policy with notification for review at the next scheduled school board meeting.

Mr. Sparks suggested pursuing a grant writer position, even if established as part time position. Mr. Handy related that he may be aware of an interested candidate that he may be able to refer to Belmont.

Mrs. Ward provided an overview for planning for training and documentation support as Belmont transitions into 2018-2019. She voiced her support that Belmont has a well-developed plan for moving into the new fiscal year.

Consent Agenda:

1. Meeting Notes April 9, 2018
2. Konica Minolta renewal agreement for Black & White copier located in the HS Tech Lab. Copier SN: A61F011004834 One year renewal not to exceed 60 months.
3. Employee report including recent new hires and staffing changes

4. Update 2017-2018 budget. Line item "*5100750 - Other Personnel - Substitutes*". Increase this budget line item as it appears on the currently Governing Board approved March 5, 2018 budget by \$12,000 based on increased demand. (Primarily Kelly Services) There are no other budget allocation changes at this time.
5. Approve DRAFT Request For Proposal for Belmont Lunch Program 2018-2019 to be issued Tue May 15 as drafted
6. Belmont Academy Policy - Baker Act
7. Belmont Academy Policy - Professional Ethics

Mr. Handy made a motion which was seconded by Mrs. Tyler to approve the consent agenda items. The board voted unanimously to approve the consent agenda.

Mr. Unrau pointed out that there is a schedule conflict for holding the June 11, 2018 school board meeting. A new date of June 18, 2018 was established at the same time and place as usual. The board voted unanimously approve the new date with public notice to be provided for the changes.

With no further comments the meeting was adjourned at 8:50 pm by Mr. Will Myers, Secretary and Acting Chairperson.