

**WALTON ACADEMY
MEETING OF THE BOARD OF DIRECTORS
MINUTES**

Date: Thursday, October 28, 2021

Time: 10:00am

Location: Walton Academy Charter School/Meeting also accessible via Zoom
389 Dorsey Avenue
Defuniak Springs, FL 32435

I. Call to Order, Review of Public Notice, Roll Call

The meeting was called to order by Ms. Swanson at 10:10am. Board members present were Jessica Swanson and Dr. Michael Allshouse. Guests present included: David Schmidt, Shekima Fields, Ray Sansom, Dr. Bill Rader, Dr. Allison Schnell, Andrea James, and Elizabeth Daters.

II. Approval of Agenda

Ms. Swanson made a motion to approve the Agenda as written. Dr. Allshouse seconded. Motion passed.

III. Approval of Minutes

The last meeting's minutes from July 29, 2021 were approved on a motion by Ms. Swanson, seconded by Dr. Allshouse. Motion passed.

IV. Public Comments by Pre-Registered guests, if any

No guests were present.

V. Reports

A. Director Reports

- a. Director Report Walton Academy - Mr. Schmidt shared that enrollment is at 191. He stated the school is running smoothly and everyone is doing a great job working together. Ms. Swanson asked how ROTC is treated and what improvements were being made to the campus. Mr. Schmidt informed Ms. Swanson the ROTC program is combined with Walton High and that carpet and flooring is being replaced around campus.
- b. Director Report Walton Learning Center – Ms. Fields reported that Walton Learning Center is doing well and the staff is doing a great job. Many students are earning their GEDs.

B. Management Report- Mr. Sansom presented the management report and stated that Mr. Schmidt and Ms. Fields were doing a great job this year and everything is moving along nicely.

VI. Reports/Action Items

Human Resources

- A. Personnel Report - The personnel reports for Walton Academy and Walton Learning Center were presented by Ms. Daters. Walton Academy has 18 current employees, 2 of those are new hires, and 1 termination. Walton Learning Center has 7 employees. A motion was made by Ms. Swanson to approve the personnel reports and Dr. Allshouse seconded. Motion passed.
- B. Substitute Handbook – Ms. Daters presented the revised Substitute Teacher Handbook for daily subs and long-term subs. Ms. Daters highlighted the topics that are included in the handbook which include: qualifications, guidelines, teaching duties and professional obligations. Ms. Swanson made a motion to approve the Substitute Teacher handbook and Dr. Allshouse seconded. Motion passed.

Financials

- A. Financial Report – Walton Academy and Walton Learning Center’s financial reports were presented by Ms. James. She commended the school for such great work managing their budget for the year. The board did not have any questions about the July through August financial report.
- B. 2021 – 2022 Revised Budget – Walton Academy and Walton Learning Center’s revised budgets for the 2021-2022 were presented by Ms. James. Ms. James reviewed the changes that were made. Ms. Swanson motion to approve the amended budget, seconded by Dr. Allshouse. Motion passed.
- C. 2020 Audit – Ms. James stated that the auditors had no findings to report. Ms. Swanson motion to approve the 2020 audit, seconded by Dr. Allshouse. Motion passed.

General

- A. Board Membership changes are made at each annual meeting in October and Dr. Schnell asked if the board wanted to make any changes to positions held. Ms. Swanson will continue to serve as Chairperson, Dr. Allshouse will serve as Vice Chairperson and Mr. Graham will serve as Secretary/Treasurer. Ms. Swanson made a motion to elect Ms. Swanson as Chairperson, Dr. Allshouse as Vice Chair, and Mr. Graham to serve as Secretary/Treasurer. Dr. Allshouse seconded. Motion passed.
- B. The next Board meeting is scheduled for Thursday, February 24th at 10:00am.

VII. Adjournment

The meeting was adjourned by a motion by Dr. Allshouse, seconded by Ms. Swanson at 10:35am.