

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

Date: Wednesday, July 29, 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 10:00 am. Board members present were: Jessica Swanson and Edward Graham. Guests present included: Dr. Bill Rader, Ray Sansom, Dr. Allison Schnell, Andrea James, Elizabeth Daters, David Schmidt and Shekima Fields.

II. Approval of Agenda

Mr. Graham motioned to approve the agenda as written. Ms. Swanson seconded. Motion passed.

III. Public comment by pre-registered guests, if any

There were no guests present.

IV. Reports

Mr. Schmidt reported that the St. Joe Foundation donated 150 Chromebooks to Walton Academy. Enrollment is at 215 to begin the school year and referrals are happening even before the school year begins. Ms. Fields reported that WLC is prepared to go virtual shall Covid be a problem again. She reported that school has been running well this summer and they are excited for the fall.

V. Reports/Action Items

- A. Personnel Report- The personnel report for the current school year was given by Ms. Daters. She noted that the staff is ready to go for the school year at Walton Academy with only one open position, currently advertised. Walton Learning Center has one vacancy as well. Mr. Graham made a motion to approve the personnel reports for Walton Academy and Walton Learning Center. Ms. Swanson seconded. Motion passed.
- B. Employee Manual- Ms. Daters presented the revised employee manual which has updated job classifications for 10, 11 and 12 month positions, clarification of the work week, updated information about paid time off for employees and leave classifications. Ms. Swanson made a motion to approve the revised employee manual. Mr. Graham seconded. Motion passed.

- C. Financial Reports– The schools’ financial reports were presented by Ms. James. She commended the school for such great work managing their budget for the year, as they are right on track financially. The board did not have any questions about the reports. The financial reports were approved on a motion by Ms. Swanson, seconded by Mr. Graham. Motion passed.
- D. 2021-2022 Budget was presented by Ms. James. This included a conservative estimate of 155 students for Walton Academy. The Board did not have any questions about the budget. Ms. Swanson made a motion to approve the 2021-2022 budget. Mr. Graham seconded. Motion passed.
- E. 2021 Budget for Walton Learning Center was presented by Ms. James. There were no questions from the board. Ms. Swanson made a motion to approve the Walton Learning Center Budget. Mr. Graham seconded. Motion passed.
- F. Board Recorder- Dr. Schnell discussed the need for another board recorder to be able to record minutes at board meetings. It was discussed that Ms. Daters could be added as a secondary board recorder. The board agreed. A motion was made by Mr. Graham, seconded by Ms. Swanson added Elizabeth Daters as a board recorder in addition to Dr. Schnell. Motion passed.
- G. By-Laws- The Walton Academy corporate bylaws are revisited regularly to ensure they are current. Language was added to allow for online meetings when applicable, as allowed under current sunshine law. The revised bylaws were approved by a motion by Mr. Graham, seconded by Ms. Swanson. Motion passed.
- H. The next Board meeting is scheduled for Wednesday, October 27, 2021 at 1:00 pm.

VI. Adjournment

The meeting was adjourned on a motion by Ms. Swanson at 10:35am.