

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

Date: Thursday, May 20, 2021

Time: 10:00am

Location: Walton Academy Charter School/Meeting also accessible via Zoom

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

The meeting was called to order by Ms. Swanson at 10:03am. Board members present were: Lisa Johnson, Jessica Swanson and Wayne Graham. Guests present included: David Schmidt, Dr. Bill Rader, Ray Sansom, Dr. Allison Schnell, Andrea James, and Elizabeth Daters.

II. Approval of Agenda

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

III. Approval of Minutes

The last meeting's minutes from March 4, 2021 were approved on a motion by Ms. Swanson, seconded by Mr. Graham. Motion passed.

IV. Reports

Director Report- Mr. Schmidt discussed how safety protocols kept staff and students safe through the school year. He is impressed with his staff sticking together through these unprecedented times. He recognized a few staff members who had been with the school for 20+ years and commended their commitment to the school and the students they serve. It was also reported that 40 seniors would be receiving diplomas this school year! Mr. Schmidt noted that they would have a drive by graduation parade as they did last year due to the pandemic.

Management Report- Dr. Rader reported that Mr. Schmidt was doing a great job! The school is in its 23rd year of operation and has the strongest team.

V. Reports/Action Items

A. Personnel Report- The personnel reports for Walton Academy and Walton Learning Center DJJ were presented by Ms. Daters. Ms. Daters also reported the 2021-2022 staffing plans with no changes from the current school year. In addition, Ms. Daters presented the 2021-2022 salary schedule and stated that the percentage increases were the same as the district. It is noted that due to the recent teacher raises, there are no changes to the salary schedule for 2021-2022.

i. A motion was made by Ms. Swanson to approve the current school year personnel reports, Mr. Graham seconded. Motion passed.

ii. A motion was made by Ms. Swanson to approve the staff recommendations for the 2021-2022 school year for both Walton Academy and Walton DJJ. Mr. Graham seconded. Motion passed.

- iii. A motion was made by Mr. Graham to approve the 2021-2022 salary schedule. Ms. Swanson seconded. Motion passed.
- B. Financial Reports presented by Ms. James for Walton Academy and Walton Learning Center DJJ
 - i. 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.
 - ii. The revised budget for the current year based upon actuals was presented by Ms. James. The Board reviewed the budget. Ms. Swanson asked who some of the donors have been to the school. Mr. Schmidt stated that the school had received donations from the St. Joe Foundation as well as the Alys Beach Foundation. A motion to approve the amended budget for the current year was made by Mr. Graham, seconded by Ms. Swanson.
 - iii. The 2020 tax return was presented by Ms. James as an information-only item. The board did not have questions.
 - iv. Auditor selection process was introduced by Ms. James. Three bids were obtained through the RFP process and the lowest bid was recommended to the board. The board agreed. Ms. Swanson made a motion to accept and hire McDonough CPA as they had the best rate, Mr. Graham seconded. Motion passed.
 - v. The Paycheck Protection Program loan was discussed by Dr. Rader. The loan was exclusively used for payroll for school personnel and forgiveness would be applied for within a few weeks. He asked for approval from the board to submit for forgiveness of the application. Ms. Swanson made a motion to approve Dr. Rader to submit documents for forgiveness on behalf of the board. Mr. Graham seconded. Motion passed.
 - vi. Zoom meetings were discussed. The board discussed the COVID-19 pandemic and how it changed the way they conduct meetings. The board spoke favorably about their experiences conducting Zoom meetings and would like to continue. The meetings are open to the public and advertised on the school website, per Sunshine Law. In addition, anyone who wishes to join the meeting may meet in-person at the school or join virtually to participate, which makes it more accessible for the general public. Mr. Graham made a motion to continue meeting via Zoom, Ms. Swanson seconded. The motion passed.
 - vii. The next Board meeting is scheduled for Thursday, July 22, 2021.

VII. Adjournment

The meeting was adjourned by a motion by Mr. Graham, seconded by Ms. Swanson at 10:58am.