

**WALTON ACADEMY, INC.
MEETING OF THE BOARD OF DIRECTORS
MINUTES**

Date: Tuesday, March 21st, 2017
Time: 2:30 pm
Location: Walton Academy
389 Dorsey Avenue
DeFuniak Springs, FL 32435

- I. **Call to Order, Review of Public Notice, Roll Call**
The meeting was called to order by Chairperson Rachel Gillis at 2:32 pm. Board members Joel Paul, Rhonda Skipper, Rachel Gillis and Jo Henderson (by proxy Rhonda Skipper) were present. Guests in attendance were Dr. Rader (via telephone conference), Ray Sansom, Terri Roberts, Allison Schnell, David Schmidt, Kevin Schmidt, Marie Laurino and Amy Pupo.
- II. **Approval of Minutes, July 28th, 2016 and Workshop November 10, 2016**
The last meeting's and workshop's minutes were approved on a motion by Ms. Skipper, 2nd by Mr. Paul.
- III. **Approval of Agenda**
The current meeting's draft agenda was approved to use with one edit (Executive Session added) on a motion by Ms. Skipper, seconded by Mr. Paul.
- IV. **Public Comment for registered speaker, if any**
N/A
- V. **Director's Report – presented by David Schmidt (WA) and Kevin Schmidt (WLC)**
David Schmidt presented the school's leadership program by inviting three students to tell their story. Ms. Laurino video recorded each student as they spoke on how the leadership program has enhanced their experience at school. Ms. Heather Richardson (their Teacher) was in attendance and mentioned how proud she was to be a part of this effort. Ms. Gillis mentioned how remarkable the changes in students when given such opportunities. She also stated it might be a good idea to invite students to board meetings. Both Schmidts spoke on how excited they are for the 4th quarter and the conclusion of the school year. Both stated that the schools are doing well. David Schmidt is preparing the school for graduation.
- VI. **Consent Items**
 - A. **Personnel Recommendations/Changes from Nov workshop – presented by Amy Pupo**
Personnel report was reviewed and there are no recommendations or changes. They were accepted and approved on a motion by Ms. Skipper and seconded by Mr. Paul.
 - B. **Financial Reports from Nov workshop – presented by Terri Roberts,**
reviewed and approved on motion by Ms. Skipper and seconded by Mr. Paul.
- VII. **Report and Discussion**
 - A. **Personnel Recommendations/Changes since Jan 19 – report was reviewed and approved without changes on a motion by Mr. Paul and seconded by Ms. Skipper.**
 - B. **Financial Reports – presented by Terri Roberts**
 - a. **Walton Academy Financial Report as of February 28, 2017**
Ms. Roberts explained the budget amendment. The main difference is the student numbers have increased from the 175 projected to 192. This in turn increased the revenue by \$122,219 (about what the

school had last year). There have also been increased expenses due to increased enrollment. The Capital Budget also increased and the school is spending it; some of the portables need floor work. Ms. Roberts said the school is in good shape financially. The financials were reviewed (there is an ending reserve of \$205,348). Approved on a motion by Ms. Skipper and seconded by Mr. Paul.

- b. Walton Learning Center Financial Report as of February 28, 2017
Walton Learning Center also has a healthy reserve at \$39,361. The school is also in good shape. Approved on a motion by Ms. Skipper and seconded by Mr. Paul.
- c. RFP for upcoming audit – Ms. Roberts has put this together and would like to set up an audit committee. Mr. Paul and Mr. D. Schmidt, along with Ms. Roberts will make up the committee. The board is in agreement that the RFP should be sent out. Mr. Paul is going to send Ms. Roberts a list of potential firms to send the RFP out to.
- d. Ratification of Approval of Holiday Bonus – the board unanimously approved this and felt it was a great idea, Mr. D. Schmidt mentioned how well-received it was.

C. Management Report – presented by Ray Sansom

Mr. Sansom explained how well the Directors are doing and there is a new superintendent for the district which everyone is excited about.

D. Approval of By-Laws update/revisions – presented by Dr. Rader

Dr. Rader explained that he had revised the by-laws to include proxies for board members (a simple addition for flexibility) in the event they are unable to attend board meetings. The option is now open as well for members to call into meetings on speaker phone or teleconference and vote via electronic means. The revision of the by-laws were approved on a motion by Ms. Skipper and seconded by Mr. Paul.

E. Approval of Employee Handbook revisions – presented by Amy Pupo

Multiple edits and changes were reviewed and approved on a motion by Ms. Skipper and seconded by Mr. Paul. The revised employee handbook will be updated on the school's website for employees and new hires.

VIII. Other Action Items

N/A

IX. Emergency Items

N/A

X. Public Comment on Non-Agenda Items

N/A

XI. Board Member Matters

The next board meeting has been tentatively set for Wednesday, June 14th at 10 am. Ms. Gillis would like for the agenda to now reflect who will be presenting the items and which items are up for approval. Amy Pupo will make these changes going forward. The school is still looking for additional board members and Mr. Willie Whitehurst, a local potential member was mentioned. Ray Sansom and Amy Pupo will reach out to him for particulars.

XII. Executive Session

XIII. Adjournment

The meeting was adjourned on a motion by Rhonda Skipper, seconded by Mr. Paul at 3:49 pm.

Respectfully Submitted,

Amy Pupo, Acting Recorder