

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

Date: November 6, 2013
Time: 2:30 pm
Location: Walton Academy
389 Dorsey Avenue
DeFuniak Springs, FL

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

The meeting was called to order by chairperson Rachel Gillis at 2:40 pm. Board members Joel Paul, Rhonda Skipper and Jo Henderson were present; Guests were Terri Roberts, Ray Sansom, Steve Ruder and Debbie Brown.

II. Approval of Minutes, July 30, 2013

The minutes were approved as presented on a motion by Ms. Skipper, seconded by Mr. Paul.

III. Approval of Agenda

The agenda was approved on a motion by Ms. Skipper, seconded by Mr. Paul.

IV. Public Comment for registered speaker, if any-none

V. Consent Items

A. Personnel Recommendations/Changes

Mr. Ray Sansom, Vice President of Human Resources and Administration, presented a list of all employees who have resigned, terminated or transferred since the last meeting. The Personnel Recommendations and changes were approved on a motion by Ms. Henderson, seconded by Ms. Skipper.

VI. Report and Discussion

A. Audited Financial Statements FY ending 6-30-13

Chief Operating Officer and Chief Financial Officer, Terri Roberts, presented the Audited Financial Statements. The Financial Reports showed an Unrestricted balance of \$230,578. The auditor's letter to the Board of Directors found no concerns. Their Management Letter on Compliance found no recommendations and the Report on Internal Control had no findings.

Ms. Roberts also presented the Financial Statements for Walton Academy Learning Center. There were no auditor findings with these statements. The ending Unrestricted balance was \$36,120. From this balance, all final invoices will be paid and the remaining cash balance will be transferred to Walton County School District.

- B. Proposed Teacher Salary Increase Allocation**
Ms. Roberts presented the proposed Teacher Salary Increase Allocation that was based on the Okaloosa County School District Salary Schedule. The Proposed Teacher Salary Increase Allocation was approved on a motion by Mr. Paul, seconded by Ms. Henderson.
- C. FY 2013-14 Budget Update**
Ms. Roberts gave an update on the Budget and recommended a Budget Amendment for the reduction in Capital Outlay Funding. The Amendment was approved on a motion by Ms. Skipper, seconded by Ms. Henderson.
- D. Retaining the services of Cotton & Gates, P.A. for legal matters**
Mr. Sansom recommended that the Board consider having attorneys on retainer to assist with possible legal matters that might arise periodically. Retaining the Services of Cotton & Gates for legal matters was approved on a motion by Ms. Henderson, seconded by Ms. Skipper.
- E. Director's Report**
Mr. Steve Ruder, Director of Walton Academy, reported of the following: The new Pathways Program has been a huge success. The school now has a garden for students, musical instruments in all classrooms and every student has been issued a sketchbook.
- F. Management Report – Proposed Management Contract Changes**
Mr. Sansom recommended that the Board consider clarifying the contract with The Rader Group to give them the authority to act on personnel matters on behalf of the Board of Directors during the periods between Board Meetings. The amendment to the Contract with The Rader Group was approved on a motion by Ms. Henderson, seconded by Ms. Skipper.

VII. Other Action Items-none

VIII. Emergency Items-none

IX. Public Comment on Non-Agenda Items - None

X. Board Member Matters - None

XI. Adjournment

The meeting was adjourned by the chairperson at 3:12 pm.

Respectfully Submitted,

Debbie Brown, Acting Recorder