

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

Date: Thursday, March 8, 2018
Time: 2:30 pm
Location: Walton Academy School Cafeteria
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 2:35 pm. Board members Joel Paul, Rhonda Skipper, Rachel Gillis, Will Whitehurst and Jo Henderson were present. Guests in attendance were: Dr. Bill Rader, Ray Sansom, Terri Roberts, David Schmidt, Shekima Fields, Marie Laurino and Amy Pupo.
- II. Approval of Minutes, October 19, 2017 -**
The last meeting's minutes were approved on a motion by Mr. Paul, 2nd by Mr. Whitehurst.
- III. Approval of Agenda**
The meeting's draft agenda was approved on a motion by Mr. Paul, 2nd by Mr. Whitehurst.
- IV. Public Comment for registered speaker, if any**
- V. Director's Report - presented by David Schmidt and Shekima Fields**
- A. Walton Academy - Mr. Schmidt spoke on behalf of the school. The SAT was administered to 19 students. Unfortunately the school had to handle the death of a teacher recently and the COPE Center was utilized to assist the staff and student population. Recently, Northwest Florida State College was onsite to register students - 10 students registered. The school year is going well.**
- B. Walton Learning Center - Ms. Fields, a recent addition to the center, shared how the year is going. There is GED testing going on at this time, FSA testing as well - out of 36 students, 12 are working on high school credits. 3 additional students were added this week (add to 36), the cap is 39.**
- VI. Consent Items**
- A. Personnel Recommendations/Changes - presented by Amy Pupo**
The personnel report was approved as reviewed on a motion by Ms. Henderson, with a 2nd by Ms. Skipper.
- VII. Report and Discussion**
- A. Financial Reports - presented by Terri Roberts**
Walton Academy
- A. Monthly Financial Statement 01/31/18 - Balance sheet looks good. School recognition funds were distributed; the Best and Brightest awards will be presented with the financials at the next meeting in June. Financial statement was approved on a motion by Ms. Skipper, 2nd by Ms. Henderson**
- B. Budget Amendment - Capital outlay funds were received, our share of the millage was \$302,000. This definitely helped with the bottom line, more students are forecasted to follow. We are predicting \$163,000 in reserves. The school district approved step raises and a flat amount. These will be calculated in the near future as they were just approved by WCSD. The Title I budget did not have any changes. The amendment was approved on a motion by Mr. Whitehurst, 2nd by Ms. Skipper.**

- C. **IRS Form 990 – Ms. Roberts has compared calculations and amounts to the audited financials. The form was approved on a motion by Mr. Paul, 2nd by Mr. Whitehurst.**
- D. **School Accountability Report (Information Only) – submitted to the DOE in the fall of 2017.**

Walton Learning Center

- E. **Financial Statements 01/31/18 – approved on a motion by Ms. Skipper, 2nd by Ms. Henderson.**
 - F. **Budget Amendment – approved on a motion by Mr. Whitehurst, 2nd by Ms. Skipper.**
- B. Management Report – presented by Dr. Rader/Ray Sansom**
- A. **Discussion of long-term plans for Walton Academy facility**
Dr. Rader spoke on the fact that we have been working on repairs and hardening the campus for additional security. This is the first priority for the facility. We are looking at a potential bus loop around the campus and a new camera/buzzers system. There has been discussion about securing a Pavilion and naming it in honor of Mr. Trotman. Bids for repairs and additional renovations will be presented at the next meeting in June.
 - C. **Updated Employee Handbook for review and approval – approved on a motion by Mr. Whitehurst, 2nd by Ms. Henderson. The manual will be uploaded on the school’s webpage and distributed to new hires going forward. Ms. Henderson extended a compliment and thank you to Amy Pupo for taking care of this ongoing task.**

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 set for Thursday, June 14, 2018 at 2:30pm.

XII. Adjournment

The meeting was adjourned on a motion by Mr. Paul, 2nd by Ms. Gillis at 3:22 pm.

Respectfully Submitted,

Amy Pupo, Acting Recorder