

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

**Date:** Thursday, October 18, 2018  
**Time:** 2:30 pm  
**Location:** Walton Academy - Classroom Building 17  
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 2:34 pm. Board members present were: Carlene Anderson, Wayne Graham, Rachel Gillis, Jo Henderson and Will Whitehurst. Guests in attendance were: Dr. Bill Rader, Ray Sansom, Terri Roberts, David Schmidt, Shekima Fields and Amy Pupo.
- II. **Approval of Minutes, June 14, 2018 - The last meeting's minutes were approved on a motion by Mr. Graham, 2<sup>nd</sup> by Ms. Henderson.**
- III. **Board Member Matters/Election of Board Officers - this item was inserted to the agenda at this time in the meeting. Ms. Gillis mentioned that now that Mr. Paul has resigned (as of the last meeting) and we have two new approved board members, she is resigning effective this meeting. Effective immediately, a new Chairperson needs to be elected to preside over the remainder of this meeting. Mr. Whitehurst was elected as Chairperson/President on a motion by Ms. Gillis, 2<sup>nd</sup> by Ms. Henderson. Ms. Anderson was elected as Vice Chair/VP on a motion by Ms. Henderson, 2<sup>nd</sup> by Mr. Graham. Ms. Henderson will retain her position as Secretary and Mr. Graham will be board member. This does leave a vacancy, a call was requested to search for another member. Mr. Whitehurst presided over the rest of the meeting following the agenda.**
- IV. **Approval of Agenda - The meeting's draft agenda was approved on a motion by Ms. Henderson and 2<sup>nd</sup> by Mr. Graham.**
- V. **Public Comment for registered speaker, if any**
- VI. **Director's Reports - presented by David Schmidt/Shekima Fields**
  - A. **Academic Spotlight - Mr. Schmidt mentioned that Walton Academy finished the year on a great note. With Food for Thought, Chef Emeril Lagasse recognized several of the school's students on his website. Ms. Fields explained that Walton Learning Center is a challenging environment but that the students are getting heavily into academics presently. The GED program is active, and the A-B Honor Roll boasts 63% student participation.**
  - B. **Review of School Improvement Rating - Mr. Schmidt said that the school's improvement rating was five points from commendable, and they are maintaining the rating for the second year in a row. Ms. Fields said that Math and Reading scores have improved greatly since Edgenuity was implemented. The Learning Center is doing well at this time.**
- VII. **Consent Items**
  - A. **Personnel Recommendations/Changes - presented by Amy Pupo**  
The reports were approved on a motion by Mr. Graham and 2<sup>nd</sup> by Ms. Anderson.
- VIII. **Report and Discussion**
  - A. **Financial Reports - presented by Terri Roberts**
    - Walton Academy:
      - a. **Audited Financial Statement 06-30-2018 - the audit took place over the summer and there were no findings/difficulties. Ms. Roberts pointed out key points in the audit such as the**

Management Letter, Independent Auditor's Report and the Statement of Financial Condition. She felt the most important indicator is the Fund Balances shown on the Governmental Funds Balance Sheet. The information has been sent to the auditor general and the school district. The financial highlights on the audit showed that the school is in "the black." The Capital fund was helped by the county millage. The school's net position increased by \$82,948. There is a separate piece of the audit that pertains to FRS (Florida Retirement System) and there were no deficiencies. Overall, the auditors reported that there were no recommendations. Ms. Roberts also reported that the audit went smoothly and was presented fairly. The audit/statement was approved on a motion by Ms. Anderson and 2<sup>nd</sup> by Ms. Henderson.

- b. Monthly Financial Statement 08-31-2018 - the statements were approved on a motion by Ms. Anderson and 2<sup>nd</sup> by Ms. Henderson.
- c. Budget Amendment 2018-2019 - The budget is on track (using estimated FTE count), however, a minor adjustment was made to the budget to prompt an amendment. The E-Rate fund increased a small amount. The Mental Health Assistance monies have also been added to the amended budget. The Capital Outlay (PECO) has increased as well. The Title I fund also decreased a significant amount. If all goes according to plan, the ending fund balance should be \$350,177. The school has around \$150K in reserves and we are looking at security issues. Some of the changes might take years to develop. In July, a safety assessment was performed - there is a list of items to implement. Dr. Rader made a surprise visit to the campus recently and was pleased with the safety of the school as it is at present. The amendment was approved on a motion by Ms. Anderson and 2<sup>nd</sup> by Ms. Henderson.

**Walton Learning Center:**

- d. Financial Statements 06-30-2018 and 08-31-2018 - Per the Profit and Loss statement, a small profit around \$29,278 was reported. Regarding the balance sheet, the total equity was \$108,114. The statements were approved on a motion by Ms. Henderson and 2<sup>nd</sup> by Mr. Graham.
  - e. Budget Amendment 2018-2019 - Title I funds are also down at this school. The amendment was approved on a motion by Ms. Henderson and 2<sup>nd</sup> by Mr. Graham.
- B. Management Report - presented by Dr. Rader/Ray Sansom**
- a. Review of current By-Laws - Dr. Rader reviewed the most recent By-Laws from two years ago. A minor edit was made to Section 2, which mentions the terms of officers. Dr. Rader will edit the by-laws and send once complete. The changes were approved on a motion by Mr. Graham and 2<sup>nd</sup> by Ms. Anderson.
- C. Mental Health Assistance Allocation Plan approval - this item was approved via email means (due to the deadline being August 1, 2018) in July 2018. The board had previously approved that the schools use the district's plan, however, in the meantime, it was determined that we are not permitted to use theirs. Ray mentioned that one of the required items by the legislature is to have a mental health counselor. A contract is being created to utilize the COPE Center to source the mental health services to fulfill that requirement, along with other required items. The counselor used must be**

part of the threat assessment team, which is now required by the legislature. The team will consist of the school dean, the SRO, the Mental Health Counselor, the Guidance Counselor and the VP of Administration (Mr. Sansom). The team will identify threats to the school and work to resolve them. The plan was approved on a motion by Ms. Henderson, 2<sup>nd</sup> by Mr. Graham.

- IX. Other Action Items - N/A**
- X. Emergency Items - N/A**
- XI. Public Comment on Non-Agenda Items - N/A**
- XII. Executive Session - N/A**
- XIII. Adjournment - The meeting was adjourned at 3:41 pm.**

Respectfully Submitted,

*Amy Pupo*, Acting Recorder