



**Minutes of Board Meeting
March 19, 2019
6:00 p.m.**

The meeting was held at the Lakeland Achievement Academy. Board members in attendance were Luke Markham, Steve Earley, Chandra Frederick, John Weber, Mike Brossart, Adil Khan, Jillyan McGraw, Jason Welling and Sam Houghton via telephone. Staff members present included Cindi Parker-Pearson, Deborah Sulsona, Mary Holjes, Stacy Williams-Myers and John Burton.

Approval of Minutes

Chandra Frederick chaired the meeting and called the meeting to order at 6:00 p.m. Mike Brossart moved to approve the minutes of the February 19, 2019 Board meeting. Luke Markham seconded the motion and it passed unanimously.

PUBLIC COMMENT

None

Board Member Induction

Chandra inducted Jason Welling as a new board member. John will give him a board manual and new member orientation. The remaining board members and staff gave quick introductions.

Parents Report

Mary is finalizing this year's yearbook. We have several workshops coming up. This week is the Transition workshop for parents of graduating students. A staffing specialist from the county comes to discuss what happens next after they leave Achievement Academy. Two more workshops, Teaching New Skills and Visual & Environmental Supports, are scheduled as well.

Our next Fish City Grill spirit day is coming up on Tuesday, April 2. We will receive 15% of ALL DAY'S sales as a donation.

The Rise and Shine community awareness event was held at Publix Charities park (formerly known as Common Ground Park) on March 2, 2019. It was a beautiful day and we had a great turnout.

Financial Report

Mike Brossart presented the financial report for the month ending February 28, 2019. We had a net surplus of \$197,615. Last year at this time we had a positive net income of \$346,890. Last year at this time we had received a \$150,000 grant from the Clark Family Foundation which has split and restructured. Our contact has created the Iron Horse Foundation. She and her family toured Achievement Academy last week. Grant requests can be made in May 2019 but Stacy feels we will not receive as much as we did last year.

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Development Report

Top Chef was a great success. We have had many compliments from guests. Stacy presented a graph that compared the five fundraisers we had in 2012 to the one signature event (Top Chef) in 2019. The five events raised less than Top Chef did alone. Having one signature event allows Stacy the time to cultivate the relationships with those who attended and create life-long donors. Jason Welling wrote a letter for the participating chefs thanking them for being a part of our event and noted that he will visit their restaurants because of their participation. Stacy encouraged all Board members to visit the establishments and thank the chefs.

Saturday, April 6, Publix employees will have a Day of Caring at our Lakeland campus. We received a \$2,000 beautification grant as well from Publix Super Markets Charities. We will use some of the funds to purchase a bench for the paver area engraved with *Publix Charities*. Stacy also plans to hold a Donor Thank-a-thon and invited board members to help make calls to donors to thank them personally. John and Stacy have set a goal for themselves to call donors each week. The Development Committee meets tomorrow to discuss ways to get the guests who attended Top Chef involved in the mission of Achievement Academy.

Principal's Report

Cindi is in the process of doing teacher observations and evaluations. Remaining staff evaluations will begin soon.

Teachers are finishing up progress reports with parents. Parent informational meetings have begun. The meetings allow prospective families to hear more about Achievement Academy and take a tour. We will have about 50 students graduate this year. Graduation celebration dates have been set as:

Tuesday, May 14 – Winter Haven

Thursday, May 16 – Bartow

Monday, May 20 – Lakeland

Classroom placement meetings will be held next month to fill those vacancies.

Cindi completed a risk assessment for the district several months ago. From this assessment we have been awarded approximately \$5,800 as our share of the state funds for Safety & Security of School Buildings. We will use this funding to put in a control access door and eight security cameras around the perimeter of the Lakeland campus. The cost of the project is approximately \$8,300 and Stacy has secured a couple of small grants to help offset the remaining cost.

Executive Director's Report

All 540A documents but one (site plan) have been delivered to Scott House from SHD Properties. Thank you to Luke Markham for all of his help with the legal advice, the contract, the escrow account, etc. We have received the first deposit and it is in escrow.

The Polk County School District has allowed Achievement Academy and Victory Ridge, both ESE schools, one more year of bus transportation. Cindi and John met with Tom Phillips with Citrus Connection. He plans to submit both schools in a federal grant request for handicap buses in December 2019; however Tom is skeptical that we will be ready to provide transportation by the beginning of school in 2020.

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John reviewed the strategic plan that was updated in July 2018. Some goals are in progress and some have been met.

John, Cindi, Deborah and Mike met to discuss the financial sustainability of Achievement Academy. Different scenarios that could provide cost savings and/or additional income were discussed. A staff management meeting is scheduled to obtain their input. It was recommended the board meet on a Saturday to be forward thinking and discuss a 2-3 year budget forecast with the different scenarios.

Committee Reports

The Audit Committee reviewed the three audit proposals that were received. Moss, Krusick and Associates (MKA) out of Maitland was ranked #1. The Audit committee presented a formal recommendation to the board to approve MKA for a three-year contract with two one-year options to extend. Luke seconded the motion and it passed unanimously.

The Nominating committee needs to meet to discuss two recommendations for the Board and possible nominees for the open 2nd Vice President position.

Old Business

None

New Business

None

The meeting adjourned at 7:16 p.m.

Respectfully submitted,
Deborah Sulsona
Administrative Services Manager

Upcoming Dates

March 25 – 29, 2019 – Spring Break – SCHOOL CLOSED

April 2, 2019 – Fish City Grill spirit day – ALL DAY

April 6, 2019 – Donor Thank-a-thon & Publix Day of Caring – 9:00am

April 8, 2019 – Executive Committee meeting – Lakeland campus – 4:00pm

April 16, 2019 – Board Meeting – Lakeland campus – 6:00pm