

Minutes of Board Meeting September 21, 2021 6 p.m.

The meeting was held at Prime Meridian Bank's community room with a Zoom option. Board members in attendance were Adil Khan, Elizabeth Kerns, Luke Markham, Mike Brossart, Janice Jones, Ana Kalman, Trish Buchanan and Chandra Frederick. Steve Earley, John Weber, Heath Frederick, Jill Haladay, Jason Welling and Michael Peeples participated via zoom. Staff member present included Kristin Aiken with Deborah Sulsona, Cindi Parker-Pearson, Mary Holjes on zoom.

Approval of Minutes

Luke Markham called the meeting to order at 6:02 p.m. Mike Brossart moved to approve the minutes of the August 17, 2021 Board meeting. Chandra Frederick seconded the motion and it passed unanimously.

PUBLIC COMMENT

None

Financial Report

John Weber reported that the Audit Committee met via Zoom with our auditors, Moss, Krusick & Associates so they could present the audited financial statements. They went over the financial statements in detail and gave an unmodified opinion which is a clean audit. They had no findings of material weakness or deficiencies in internal controls. Janice recommended approval of the draft audited financial statements for the year ending June 30, 2021. Mike Brossart seconded the motion and it passed unanimously.

Elizabeth Kerns presented the financial report for two months ending August 31, 2021. We have \$1.2 million in cash and \$2.9 in total assets. Total liabilities are \$767K with current liabilities making up \$119K. Revenues totaled \$536K and expenses totaled \$541K and the net deficit was \$5K. We budgeted a net deficit of \$18K. We received our first installment of the capital outlay funds from the state earlier than in previous years. On the Private Grants line for Birth to Three, last year's actual and this year's budget included the \$15K grant from the City of Lakeland CDBG grant. We received notice of that award in early September so that variance will resolve this month. Another variance is the school board funding which is based on projected student matrices and will likely increase after the October and February FTE counts.

Parents Report

Our annual Fish City Grill spirit day is coming up on Tuesday, October 5. Fish City Grill will donate 15% of the day's sales (dine-in, carry-out) to Achievement Academy. We have school pictures scheduled in October and will be using a new photographer, Teddy Bear Photography. The parents group is making donations for the Fall Baked fundraiser. Tickets will be sold and a drawing held in November. We had five parents run for the Parent Representative role on the Board. Mary and Kristin are collecting the ballots from the parents. The goal is to get that board position filled by October's board meeting.

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Principal's Report

We currently have 150 students enrolled and in attendance. We are expecting to be full by the October FTE count. Teachers are currently assessing students and sharing the evaluation with parents.

Since school started, we have had to quarantine four classrooms. About 87% of staff are now vaccinated.

We have submitted the charter renewal application to the school district. Candy Amato from the Office of Charter Schools will conduct a site visit next week. There will be a virtual meeting with the district, board members and administration on Friday, October 8 at 8:30am. We will share that information once we receive it.

Cindi is currently working on the Instructional Continuity Plan that is due to the Department of Education at the end of this month.

Thank you to Bob Brossart, Mike Brossart's father, for his help in securing an opening on a playground piece in Lakeland! Our teachers love it.

President's Report

Thank you to board member Matt Hinton who was able to meet the new district superintendent, Frederick Heid, and asked him to tour our charter school and get to know us.

We have hired a new full-time Early Interventionist for Birth to Three, Tina LeVasseur. She comes from Early Steps and is very familiar with Part C kids. We are still looking to hire a part-time Early Interventionist. A meeting has been scheduled with United Way of Central Florida to discuss a Birth to Three collaboration with Family Fundamentals.

The Board Retreat/Workshop is scheduled for Saturday, October 2 at 8:30am, and will be held at Studio C in Lakeland. Chuck McDanal will facilitate the retreat and will hold a staff workshop beforehand. Kristin will send all board members the agenda ahead of time.

Top Chef is scheduled for Monday, February 28, 2022. We currently have ten chefs/restaurants committed to participate in our Top Chef event. We have decided to keep last year's smaller format at individual restaurants with improvements to provide a more consistent experience for all guests and better connect to our mission. Sponsorship letters will go out this week.

Committee Reports

None

Unfinished Business

The contract with Legacy Development for the purchase of the 540A property is continuing to move forward with the due diligence period.

New Business

None

Mike Brossart moved to adjourn the meeting at 6:27 pm. Trish Buchanan seconded motion and it passed unanimously.

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Respectfully submitted,

Deborah Sulsona
Administrative Services Manager