

Minutes of Board Meeting
November 15, 2022
6 p.m.

The meeting was held at the Lakeland Achievement Academy. Board members in attendance were Adil Khan, Janice Jones, Trish Buchanan, Joe Furnari III, Mike Brossart, Elizabeth Kerns, Ana Kalman, Jill Haladay and Brant Masters. Heath Frederick, and Steve Earley participated via Zoom. Staff members present included Kristin Aiken, Deborah Sulsona, Mary Holjes, Mandy Fulton and Cindi Parker-Pearson.

Approval of Minutes

Mike Brossart called the meeting to order at 6:00p.m. Trish Buchanan moved to approve the minutes of the October 18, 2022 Board meeting. Janice Jones seconded the motion and it passed unanimously.

PUBLIC COMMENT

None

Strategic Plan Status

Kristin Aiken sent out the summary from the board retreat as well as updates to the strategic plan. The Birth to Three staff are conducting a time study on their paperwork and home visits for both at-risk and Part C kids which will help in determining the direction of the program. A new subcommittee has been created for Succession Planning of critical positions and to ensure cross-training. Thank you to board members for helping to maintain momentum.

Financial Report

Elizabeth Kerns presented the financial report for the four months ending October 31, 2022. We have \$1.55 million in cash with total assets of \$2.89 million. Total liabilities are \$168K. We ended the month with \$1.1 million in revenue and \$1.28 million in expenses leaving a net deficit of \$171K (187K after ESSER capital expenses). Last year at this time the net deficit was \$146K. Some of the variances of actual and month-to-date budget are the CDBG grant is \$5K less, FTE has not been adjusted from the October count yet, and we have not received our IDEA funds yet. We have some savings in expenses due to a couple of unfilled positions however beginning with October we see an increase in payroll expenses from moving under a PEO.

Included in the packet is the bonus scale and a summary of the total cost of \$18,500 to provide the holiday bonus. We had budgeted \$19,600. Several years back we began honoring the milestones of 25, 30, 35, etc. years of service with a cash gift. The remainder of what was budgeted will go towards the four employees who are at those milestones this year. The Executive Committee recommended approval of the bonus. Adil Khan moved to approve the bonus scale as presented. Elizabeth Kerns seconded the motion. Discussion was had concerning increasing the bonus amounts. Adil Khan amended his motion to include revisiting the idea of a possible end of year bonus. The motion passed unanimously.

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Parents Report

The Fish City Grill spirit night was very successful. We received our highest check yet. This money helped fund our Fall Festival which was also very successful. We had a great turnout and everyone enjoyed the event. This money also helps fund a staff holiday luncheon put on by the parents group. This year it will be held at Bonnet Springs Park on December 7.

Parent meetings are being held this week. The fall basket fundraiser will wrap up tomorrow and winners drawn this week.

Development Report

The Development team continues to work on the fall newsletter, submit and follow up on grants and give United Way presentations. Mandy Fulton and Kristin Aiken were able to attend a grant writing workshop hosted by GiveWell Community Foundation.

The Tuesday after Thanksgiving is known as Giving Tuesday. We would like to provide the board members with content and a link to donate to Achievement Academy for you to post on your social media that day. You could also email Mandy with a few words of why you give to Achievement Academy that we could post on our Facebook page.

We are still in need of silent and live auction items for Top Chef. If any of you have a company that would like to be a sponsor, there are sponsorship packets available for you to take with you. We have eight confirmed chefs but could go up to 10 if there's any one you know that would be willing to participate.

Principal's Report

We are now fully staffed in the charter school. We have ordered mulch for the Bartow playground and have set up a volunteer work day to spread it on Saturday, November 19. Several staff are helping.

The (new) roof in Lakeland leaked this weekend. Ring Roofing came out to secure a lip that lifted.

Student evaluations have been completed and now teachers and therapists will begin working on progress reports and will meet with parents after break.

President's Report

United Way is asking for grant requests for Community Wellness funding received from Polk County. The parameters have narrowed quite a bit to focus on behavioral health and early intervention. An informational zoom will be held tomorrow that will hopefully answer some of our many questions. The requests are due the end of November with expectations that programs/services will begin January 1.

Kristin is working on reengaging with former donors. She is also presenting to Leadership Bartow and gave a tour to Leadership Polk Program Coordinator, Ashley Cerjan.

Committee Reports

None.

Unfinished Business

None.

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New Business

Kristin Aiken asked for a motion to empower the Executive Committee with voting authority to act on behalf of the full Board of Directors until the next board meeting in January 2023. Adil Khan made the motion as stated. Ana Kalman seconded the motion and it passed unanimously.

Trish Buchanan moved to adjourn at 6:50pm.

Respectfully submitted,

Deborah Sulsona

Chief Financial Officer