

**Minutes of Board Meeting
August 15, 2023
6 p.m.**

The meeting was held at the Lakeland Achievement Academy. Board members in attendance were Adil Khan, Trish Buchanan, Ana Kalman, Joe Furnari, Haley Ross, Paige Campbell, Steve Earley, Zelda Abram, Sheilitha Williams, Nick Sellars, Brant Masters, Matt Hinton and Karli Hughes. Staff members present included Kristin Aiken, Deborah Sulsona and Cindi Parker-Pearson.

Approval of Minutes

Trish Buchanan called the meeting to order at 6:00p.m. Matt Hinton moved to approve the minutes of the May 16, 2023 Board meeting. Karli Hughes seconded the motion and it passed unanimously.

PUBLIC COMMENT

None

Installation of Board Members and Officer

Trish Buchanan welcomed and inducted three new board members: Haley Ross (parent representative), Paige Campbell and Nick Sellars. We welcome each of you to the Board! Elizabeth Kerns resigned from the board and her role as Treasurer. The Executive Committee unanimously approved Zelda Abram to fill that vacancy and Trish Buchanan also inducted Zelda as Treasurer.

Strategic Plan Status

The Top Golf fundraiser is next week on August 24, 2023. We have had a slow response but we are moving forward. We will likely not make the goal of \$30K that was included in the budget.

Planned Giving language has been added to the website and a brochure is being created so that we can begin to focus on those efforts.

Kristin met with the Birth to Three team as a whole and individually this summer to work on succession planning as well as a long-term absence and cross-training.

The board retreat will be held on Saturday, October 28, 2023 at the new location for Studio C in downtown Lakeland.

Financial Report

Zelda Abram presented the financial report for the one month ending July 31, 2023. We have just over \$2.16 million in cash with total assets of \$3.46 million. Total liabilities are \$132K. We ended the month with \$279K in revenue and \$256K in expenses leaving a net surplus of \$22K. Last year at this time we had a net deficit of \$2K.

Parents Report

Mary is getting to know the new families.

Principal's Report

All three campuses now have new carpet, thanks to the ESSER funding we received. The health inspector required us to install a water fountain at the Winter Haven campus so we had one installed at both Winter Haven and Bartow (Lakeland has one). The Bartow Community Health Foundation donated funds to cover the cost in Bartow. We've also had some IT issues with routers, modems and our fire and security alarms at all three campuses that have required a lot of attention this summer.

We filled the speech assistant position and also hired a Physical Therapist to replace two PT's that treated students in Bartow and Winter Haven. One was Connie Banfield who has been with us for many years and was down to working two days a week. She will continue to help out with evaluations or subbing in the classroom. Part of the requirement for us to bill under the Medicaid Match program, therapists will need to attend all IEP meetings which will take up more of their time. A new billing specialist was hired over summer break and was able to work with the former billing specialist for training. We were able to fill both open teacher positions which is a big deal with the teacher shortage in Florida. She also hired two paras; one for Bartow and one for Lakeland.

The Polk County district has changed several programs this summer so everyone is trying to get familiar with those. We also have additional requirements and mandates to meet.

The annual School Improvement Plan (SIP) was completed and sent to staff for review. Cindi will then send it out to all board members for review and approval. We met our SIP goals of the average of students' gains in all areas of development being at least 6 months.

We are still dealing with COVID. Several staff members have already had to be absent.

Our enrollment is currently at 127. One of the changes from the district is that we will no longer have a staffing specialist from the district. This helps with scheduling but it also means more work falls on our ESE Facilitators.

The teacher who is in Assistant Principal training is excited and jumped right in. She went to the Polk County Charter Schools Principals meeting with Cindi and has begun the Principal manual.

President's Report

Top Chef will be held Monday, March 4, 2024. We have nine chefs committed and a possible tenth. We have good representation from Bartow and East Polk which is great for our visibility. We are recruiting community leaders and sponsorships packets will be going out soon.

Kristin has requested to include Achievement Academy on the agenda for the Leadership Winter Haven and the Leadership Polk education days. She has also met (and plans to tour) with several legislative representatives to discuss our needs as an organization and ask for their support and advocacy.

United Way approved an increase to our Birth to Three allocation to \$236K! Kristin will meet with Cristina Jackson-Criser to discuss how we could be eligible for the United Community Wellness grant which is up to \$9 million this year.

MINUTES OF BOARD OF DIRECTORS' MEETING

AUGUST 15, 2023

PAGE #3

Kristin interviewed two strong candidates for the open Early Interventionist position in the Birth to Three program. One had to step down from the running. The next step will be to shadow an EI during home visits. One of our long-term Early Interventionists, Becky Jacklin, has announced her plan to retire at the end of this fiscal year. We will continue to look for someone to fill her position.

The Tigertown Rotary will be here on Saturday, August 19 to spread mulch and plant shrubs in Lakeland.

We have moved into the second phase of the Yield Giving grant where we are one of 6,000 potential recipients of \$1 million. Kristin had to provide a peer review for five of the grant submissions. We will receive \$500 for that level. The next phase will be narrowed to 1,000 possible recipients which will be announced in September. Other grants have also been submitted this summer.

Committee Reports

None

Unfinished Business

None

New Business

None

Steve Earley moved to adjourn the meeting was at 6:33pm.

Respectfully submitted,

Deborah Sulsona

Chief Financial Officer