

Minutes of Board Meeting
September 19, 2023
6 p.m.

The meeting was held at the Lakeland Achievement Academy. Board members in attendance were Adil Khan, Trish Buchanan, Janice Jones, Ana Kalman, Haley Ross, Paige Campbell, Sheilitha Williams, Brant Masters and Heath Frederick. Nick Sellars participated via telephone. Staff members present included Kristin Aiken, Deborah Sulsona, and Cindi Parker-Pearson.

Approval of Minutes

Trish Buchanan called the meeting to order at 6:02p.m. Adil Khan moved to approve the minutes of the August 15, 2023 Board meeting. Ana Kalman seconded the motion and it passed unanimously.

PUBLIC COMMENT

None

Strategic Plan Status

The demand for our Birth to Three services is increasing. We continue to receive referrals. We had two Early Interventionist candidates with their ITDS certification but one withdrew her application and the other couldn't accept the salary we offered. Kristin has a couple more interviews this week. The Birth to Three team plans to reinstitute the monthly playgroup that is a great social setting for the older kids in the program.

The Top Golf fundraiser was held last month. We netted a profit of about \$4K and met people who did not know about us allowing us to expand our reach. Board members that attended feel this event can be built upon.

Kristin will participate in a panel in the fall to recruit a communications intern from Florida Southern College.

Financial Report

Deborah Sulsona presented the financial report for the two months ending August 31, 2023. Total assets are \$3,369,093 with cash totaling just under \$2.1 million. Total liabilities are \$149,370 leaving net assets of \$3.2 million. Total revenue was \$589,500 which is under budget due to timing of ESSER funds expected this fiscal year. Total expenses were \$662,879 which is also under budget leaving a net deficit of \$73K. A deficit is typical at the beginning of the year as fundraising is just ramping up and some large gifts come later in the year.

Deborah Sulsona also presented the Teacher Salary Increase Allocation (TSIA) plan required by the state of Florida. The TSIA funds have a maintenance portion to maintain salary increases given with TSIA funds in the past and a growth portion to continue to increase teacher salaries. Our total TSIA funds is \$83,084. Heath Frederick moved to approve the TSIA plan as presented. Adil Khan seconded the motion and it passed unanimously.

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Parents Report

First Tuesday at Fish City Grill is coming up on October 3. On this day Achievement Academy will receive 15% of the entire day's sales (take out, dine in, bar). We have such a good turnout that they have given us a second day as we had in the past which will be in March.

Mary is collecting donations from parents for the annual fall basket drawing. If we have a surplus of donations this year, a couple families have been identified as being a possible recipient. The Fall Festival will be held Friday, October 27 at the Lakeland campus. This is always a fun night for families.

The first set of parent group meetings have been largely attended. Mary stated that the family support that we provide is a big deal to parents and truly sets us apart.

Principal's Report

We recently had a visit from the district Director of ESE.

We are currently fully staffed in the charter school. We have 155 students enrolled and expect to be full for FTE week which is October 9-13. We need students enrolled and in attendance that week to be counted. This count affects our funding.

The Polk County district has changed several programs this summer so everyone is trying to get familiar with those.

Legislation was passed requiring all schools have an internet safety policy. The Florida Consortium of Public Charter Schools has provided a template that covers all facets of the law. Our biggest control for safety is that teachers turn off the wifi capability on devices children use or online app is teacher-directed. The template will be revised to our population and then Cindi will email it to the board to review. It will need to be voted on at next month's board meeting.

The annual School Improvement Plan (SIP) was sent out to all board members for review. We met our SIP goals of the average of students' gains in all areas of development being at least 6 months. Janice Jones moved to approve the School Improvement Plan as presented. Ana Kalman seconded the motion and it passed unanimously.

President's Report

We found out that we did not advance to the next round of the Yield Giving grant. We did receive \$500 for advancing to the second round. We have a new funding opportunity. Publix Super Markets Charities has chosen Achievement Academy as one of eight nonprofits to apply for a capital or capacity grant. You must explain how you will raise the money if the project is not fully funded. We submitted a list of needs such as replacing aging a/c units in Winter Haven and Bartow, sunshade for playground C, commercial washing machines, a new food warmer for Lakeland and a van for Lakeland lunch pickup. The Impact Polk grant cycle through GiveWell Community Foundation opens this month as well.

Kristin met with United Way leadership to discuss ways we can qualify for the United Community Wellness grant for the next round.

Top Chef will be held Monday, March 4, 2024. We have nine chefs committed and are recruiting community leaders. Sponsorships packets have been sent out. Bartow Ford has agreed to a \$10K sponsorship and we should hear soon if Publix Super Markets will be our Exclusive Sponsor again.

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Kristin met with a referred candidate for the Development department. This person is not ready to be a Director but has some Development skills. The candidate came in for a tour and to discuss the needs of the department.

Committee Reports

We are waiting for Moss, Krusick & Associates to finish the financial audit then will need to call an audit committee meeting to review and recommend approval to the board for vote.

Unfinished Business

None

New Business

The Birth to Three program currently has three Early Interventionists (EI). Our budget includes a fourth EI and one of the long-term EIs has announced she will retire at the end of this fiscal year. At the time of the August Executive Committee meeting we had two experienced candidates and the Executive Committee made a formal recommendation to hire two EIs if we had the option. Janice Jones moved to accept the Executive Committee's formal recommendation and Adil seconded the motion. Since then one candidate withdrew her application and the other declined due to the salary. Kristin is currently interviewing more candidates. The motion passed unanimously.

The Executive Committee also recommended hiring an additional person for the Development Department. Brant Masters moved to add a person to the Development Department even though it is not budgeted should a good candidate come along. Ana Kalman seconded the motion and it passed unanimously.

The Lakeland 100 is a group of prominent community leaders and business people that puts on a fundraiser with eight selected nonprofits to be voted on to receive proceeds. The top three voted nonprofits receive the majority of the proceeds. Achievement Academy was not in the top three but we will receive a check for \$10,000.

Thank you Brant Masters!

Janice Jones moved to adjourn the meeting was at 6:44pm.

Respectfully submitted,

Deborah Sulsona

Chief Financial Officer