

**Minutes of Board Meeting
January 16, 2024
6 p.m.**

The meeting was held at the Lakeland Achievement Academy. Board members in attendance were Mike Brossart, Adil Khan, Haley Ross, Sheilitha Williams, Brant Masters, Karli Wilkinson, Ana Kalman, Jill Haladay, Paige Campbell, Trish Buchanan, Steve Earley, Joe Furnari III, and Nick Sellars. Staff members present included Kristin Aiken, Deborah Sulsona, Mary Holjes and Cindi Parker-Pearson.

Approval of Minutes

Mike Brossart called the meeting to order at 6:00p.m. Adil Khan moved to approve the minutes of the November 14, 2023 Board meeting. Karli Wilkinson seconded the motion and it passed unanimously.

PUBLIC COMMENT

None

Strategic Plan Status

Kristin has been working on the board retreat planning with Chuck McDanal (facilitator) and Mike Brossart and form the agenda. The retreat is scheduled for Saturday, April 6. Kristin sent out a calendar invite earlier this month; please reach out if you haven't received it.

Kristin reached out to Don Selvage and his assistant, Becky, about the search for a Development Director. The cost is more than we would like to pay even with the nonprofit discount. They noted that our salary is below range. An individual has expressed an interest in the position and would be willing to take a pay cut if there was a plan to get her back up to her current range within three years. Discussion was had about needing a salary within the appropriate range from the get go. The personnel committee will schedule a meeting soon to discuss this and other positions and current salaries ahead of preparation of the 2024-25 budget.

In looking for community leaders for Top Chef, we had a hard time getting people from the Bartow and Winter Haven communities. This has renewed Kristin's goal of being more visible and active in those communities.

Financial Report

Deborah Sulsona presented the financial report for the six months ending December 31, 2023. Total assets are \$3,497,236 and total liabilities are \$119,480. Total cash and investments is \$2,212,883. Total revenue was \$2,065,353 and total expenses were \$1,967,678. We had a net surplus of \$97,675. Total revenue is under budget mostly because we had budgeted a large gift (\$200K) for December that we are hopeful to receive this month.

Parents Report

Mary is currently working on the yearbook. Some parents have expressed interest in obtaining sponsorships to be able to provide yearbooks to all students. This is something we will look into.

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Our second opportunity for the Fish City Grill "First Tuesday" fundraiser will be on March 5.

Principal's Report

The second semester is typically very busy. The first of several parent informational meetings will be tomorrow at 10am. These are for families who are on the waiting list for Lakeland. Those waiting for Bartow or Winter Haven will be scheduled for an individual tour. We have 38 students that are definitely graduating because of age and twenty additional that could graduate. We will meet with parents to find out their intent.

The February FTE count is February 5-9. We have five openings with three already in the process of being filled. We should have all vacancies filled by FTE week.

Teacher observations and evaluations begin this month with the first observation today.

Missy Kopp, the teacher who is training for Assistant Principal, has passed three out of four exams for her Education Leadership certificate.

President's Report

The Top Chef Community Leader fundraising window opens up in two weeks. We have ten community leaders. Sponsorships that are committed total \$101K. Ashlee Cofer is working on obtaining auction items. There are already several community leader events planned so Kristin will send out a list to the board.

The new Birth to Three Early Interventionist began January 2. She is studying information and shadowing the current EI's on home visits. The Birth to Three team has interviewed two additional candidates. We hope to hire one more EI in preparation of a long-term EI's retirement.

Matt Hinton has connected us to Bud Staniek who has met with Kristin and reviewed our current Birth to Three database. He feels he can make some enhancements to the program which will help with accuracy and reporting.

The United Way allocation application is open but the deadline is the end of February which gives us more time to complete the Birth to Three budget. The budget will be brought to the board at the February meeting.

Kristin met again with United Way staff to discuss the \$11.6 million in community funds that United Way has to grant and how we can apply. A training with United Way staff and county staff will be held tomorrow. The deadline to apply is February 9. Kristin, Deborah and Cindi have met and put together a proposal for current and new position salaries totaling about \$250K.

The management team has reviewed the current salaries of two staff members whose workloads have significantly increased. Their salaries were increased without strain on the current budget.

Committee Reports

The Development committee met to discuss Top Chef and asks all board members to participate by either purchasing tickets or a sponsorship or by providing an auction item.

Kristin has obtained multiple quotes on a/c replacements which comes from the Publix Charities capital improvement grant we received in November. The building C roof has been leaking and still has a leak after a temporary repair was done last week. Kristin is waiting on a couple more roof replacement quotes. The Facilities Committee will review and make a recommendation prior to the February board meeting.

Unfinished Business

None

New Business

None

Steve Earley moved to adjourn the meeting at 6:25pm.

Respectfully submitted,

Deborah Sulsona
Chief Financial Officer