

Minutes of Board Meeting
March 25, 2025
6 p.m.

The meeting was held at the Lakeland Achievement Academy. Board members in attendance were Trish Buchanan, Adil Khan, Nick Sellars, Mike Brossart, Jill Haladay, Sheilitha Williams, Heath Frederick, Karli Wilkinson, Paige Campbell and Joseph Little. Staff members present included Kristin Aiken, Cindi Parker-Pearson, Deborah Sulsona, and Kelly Lane.

Approval of Minutes

Trish Buchanan called the meeting to order at 6:00p.m. Adil Khan moved to approve the minutes of the February 18, 2025 Board meeting. Mike Brossart seconded the motion and it passed unanimously.

PUBLIC COMMENT

None

Financial Report

Paige Campbell presented the financial report for the eight months ending February 28, 2025. Cash and investments total \$2.25 million. Total assets are \$3.57 million with net assets of \$3.55 million. Total revenue was \$2.8 million and total expenses were also \$2.86 million resulting in a net deficit of \$61K. Deborah Sulsona completed a year-end projection and we should end the year with a positive net income.

Parents Report

Mary Holjes was not in attendance so Cindi gave her report. The yearbook has been submitted. We are very grateful for the yearbook sponsor so that all students can receive a yearbook for free.

We do not have the total raised from the Fish City Grill fundraiser yet. A parent workshop called Behavior Strategies for Parents will be presented on Wednesday, April 2.

Development Report

Now that Top Chef is over, Kelly Lane is in a season of grants research and submission. She has submitted several to local government agencies as well as Empower Polk through GiveWell Community Foundation. She secured \$5,000 from Suncoast Federal Credit Union for Birth to Three.

We also have participated in several proclamations on behalf of Development Disabilities month and have been able to remind others of our services. Kelly will also speak at Kiwanis.

Principal's Report

There are 10 weeks left of school. Cindi is still completing teacher observations and evaluations. All other staff evaluations will start next month.

We have identified 50 graduates and have set graduation dates. Graduation is an open house style with each classroom giving a little presentation.

Lakeland – Tuesday, May 13 from 6-7:30pm

Winter Haven – Thursday, May 15 from 6-7pm

Bartow – Wednesday, May 21 from 6-7pm

Graduates are being post-tested which provides scores for our annual Accountability report. Remaining students are tested for classroom placement next year. Those meetings will be held in early April at all three campuses. This is where we look at returning students and what class they will go to for next school year. Then the ESE Facilitators fill the open spots with the appropriate next child on the waiting list.

There will be one more parent informational meeting for prospective parents. The last day of school is May 29th.

We follow the Polk County Schools calendar with the exception of Early Release Days which we don't do. Adil Khan moved to approve the school calendar as presented. Mike Brossart seconded the motion and it passed unanimously.

President's Report

Top Chef was very successful this year. It was a powerful night with a wonderful parent presentation. This is what inspired the anonymous donor to offer the match opportunity. Because of the match, our net revenue far exceeded the budgeted goal. Any attendees not in our database will be contacted for a tour. Kristin and the Development team had a debrief with the auctioneer, Jason Bronus, as well as the Top Chef committee. A survey has been sent to the participating chefs and sponsors. Five chefs responded and have said they feel the event is worth their time and effort. We haven't received much feedback from the sponsors and community leaders. For next year, we are researching and evaluating locations and costs. The date has been set at February 23, 2026.

Kristin provided a review update of the contract grant writer. We have been in contract with her for five months. From her efforts we received one grant in the amount of \$2,500 as well as two declines. However, one decline invited us to try again with a different direction of the request. Part of the plan presented to us was to look at federal grants which we feel won't be as lucrative in the current economic state.

Our Birth to Three referrals continue to lag from Winter Haven hospital and pediatrician offices. One Birth to Three Early Interventionist has made known her resignation plans for the end of the fiscal year. We will look for another full-time Early Interventionist to replace her. As noted previously, the United Way application for our Birth to Three allocation is due in June so we are beginning to look at that.

MIDFLORIDA Credit Union was late in getting us concert tickets for the Top Chef silent auction so we are going to provide opportunities to win the tickets with a \$25 donation.

Next year is the 70th anniversary of Achievement Academy. We are planning to have a celebration and ways to incorporate our legacy throughout the year. We will put together different committees to help with this.

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The IRS Form 941 issues that came up from our time with KeyHr have now been settled. We are glad to have that behind us.

Committee Reports

The Nominating and Finance Committees will meet in April.

Unfinished Business

None

New Business

Adil Khan thanked staff for all of their hard work in making this a record-breaking fundraising year!! Many staff are involved in the details of Top Chef.

Mike Brossart moved to adjourn the meeting at 6:32pm.

Respectfully submitted,

Deborah Sulsona

Chief Financial Officer