

**Minutes of Board Meeting
August 19, 2025
6 p.m.**

The meeting was held at the Lakeland Achievement Academy. Board members in attendance were Trish Buchanan, Mike Brossart, Adil Khan, Nick Sellars, Brant Masters, Zelda Abram, Carly Reifenrath, Paige Campbell, Karli Wilkinson, Janice Jones, Sheilitha Williams, Logan Browning, Jesse Naranjo and Joseph Little. Staff members present included Kristin Aiken, Cindi Parker-Pearson, Deborah Sulsona, Mary Holjes, and Kelly Lane.

Approval of Minutes

Trish Buchanan called the meeting to order at 6:04p.m. Mike Brossart moved to approve the minutes of the May 20, 2025 Board meeting. Karli Wilkinson seconded the motion and it passed unanimously.

PUBLIC COMMENT

None

Recognition of Service

Mike Brossart was recognized for his ten (10) years of service. Thank you Mike! Trish Buchanan also recognized Carly Reifenrath for being awarded a Philanthropic Champion from the Polk Young Professionals group and also Kristin Aiken and Paige Campbell for being selected for this year's Lakeland Chamber of Commerce Leadership Lakeland Class.

Installation of Board Members

Trish Buchanan welcomed and inducted two new board members: Logan Browning and Jesse Naranjo, elected as the parent representative. We welcome each of you to the Board! Liz Plemons will be inducted at the September meeting.

Financial Report

Paige Campbell presented the financial report for the twelve months ending June 30, 2025. We ended the year with \$4.34 million in revenue and \$4.19 in expenses resulting in a net surplus of \$147,264. This surplus is considerably higher than was previously projected and is due largely to the timing of the United Way allocation. United Way pushed back the timeline of allocation applications and awards by six months. United Way agreed to fund agencies at the current level for those six months (July – December 2025). Because we were notified of the amount before year-end we had to record that funding of \$110,423 as revenue and a receivable. This is an anomaly that won't happen again in the future.

Paige also presented the financial report for the one month ending July 31, 2025. Cash and investments total \$2.23 million. Total assets are \$3.63 million with net assets of \$3.623 million. Total revenue was \$294K and total expenses were \$415K resulting in a net deficit of \$121K. We had three payrolls this month and had budgeted a net deficit which is typical for this time of the year.

Parents Report

None

Development Report

Our Top Golf fundraiser is scheduled for September 18. We have eight sponsorships so far. Plans continue for Top Chef as well. It will be held at Bonnet Springs again.

The Development team created and since implemented a comprehensive development plan for this fiscal year. It was submitted for approval to the Development Committee. We are increasing our community engagement activities. If you know of an event that you think we should be at, please let Kelly Lane know.

Kelly continues to work on grants, especially those that are for operating but some are for a specific item such as playground equipment. Kelly provided a list of grants that are submitted, pending or awarded. Some of the CDBG grants are paid as reimbursement only and have some very strict guidelines that have to be met first.

Kelly asked the board to support Achievement Academy by sharing our social media content. Also, we are looking for some unique experiential auction items.

Principal's Report

Students returned last week. We started back fully staffed with the only exception being a vacant Occupational Therapist (OT) position. We are talking to our contract company and running an ad for either an OT or OT assistant.

Cindi has completed our annual School Improvement Plan. We do this since we do not have standardized testing such as the FSA. We are pleased to report that we met all six of our achievement goals. The district has reviewed and has no questions. Cindi will send a copy to the board so that it can be voted on at the September meeting and then submitted to the state.

Over the summer, Cindi and lead teacher, Susan Shipe, created a Professional Education Competency (PEC) program which is designed to help a teacher with a temporary teaching certificate obtain their professional teaching certificate. We used to be able to use the district's program but were informed charter schools must create their own. We currently have one teacher who will go through our PEC program.

Cindi also completed the Florida Safe Schools Assessment Tool (FSSAT) for each of our campuses. These are due to the state by September 1.

President's Report

As mentioned earlier, the timeline for the United Way allocation application has been pushed back by six months. Our site visit that is typically in April will be sometime in the window of September 29 – October 17. Kristin will let the board know when we find out what the date is so that we can have board representation there.

A change in Legislation that extends services through Early Steps could impact our Birth to Three program. The Birth to Three team is discussing those possible impacts and what our next steps may be. One option is to go back to providing a playgroup for the four-year old population.

MINUTES OF BOARD OF DIRECTORS' MEETING

AUGUST 19, 2025

PAGE #3

We have an open position in Birth to Three from Becky Jacklin's retirement. We are waiting until we know what our United Way allocation is to add a part-time or full-time Early Interventionist. The team is also keeping in mind that Debra Stephens will also be looking at retirement in the next few years.

A very generous donor became aware of our possible year-end deficit that we are looking at in this year's budget and the board's decision to pull up to \$150,000 in reserves out to cover the deficit. A gift of \$150,000 was given for this year with the conversation to keep them apprised of our future plans.

If your employer runs a United Way campaign, please request Achievement Academy as your agency speaker. Also, if any of you designate to Achievement Academy, let us know so we can check our reports from United Way.

Update on the grant writer, Marcia felt she did all she could without federal grants being available at the time. She ended her contract with us early. Development Director, Kelly Lane, has been working on grants and has secured several!

Committee Reports

The Finance Committee was asked by the board to meet monthly to look at ways we can improve our budget. Although the large gift we received helps with this year's net income, we still need to look at how we can stay in a positive operating budget. Options to review include determining the optimal number of campuses, classrooms, children or services provided. The committee met in August and will meet again in October. The Visioning Committee will also discuss what an increase in students and/or services would look like.

Kristin would like all board committees to meet at least once during the year. She will put together a projected timeline of committee meetings each month.

The Development Committee also met. They have increased the Top Chef sponsorships except for the top three levels. These had not been increased in six years. We looked at other locations to possibly cut expenses but have ultimately decided to keep it Bonnet Springs Park.

Unfinished Business

None

New Business

Kristin asked board members to complete the annual conflict of interest form as required for our annual audit.

Mike Brossart moved to adjourn the meeting at 7:00pm.

Respectfully submitted,

Deborah Sulsona

Chief Financial Officer