

Bay Haven Charter Academy, Inc.
Board of Directors Meeting Minutes
Thursday, January 19, 2017
Bay Haven Charter Academy
Media Center
4:00 pm

Attending: Mr. Jon McFatter, Mr. Neel Bennett, Mr. Waylon Thompson, Mrs. Sandy Porter, Dr. Jeremy Hatcher, Mrs. Tiffany Ennis, Mrs. Scotti Haney, Mr. David Haight

Absent: Mr. Scott Reeve

Others attending: Mr. Tim Sloan, Mr. Larry Bolinger

- I. Call to Order** – 4:00 p.m.
- II. Pledge of Allegiance** – Mr. Jon McFatter
- III. Prayer** -Mr. Jon McFatter
- IV. Approval of Agenda** – A motion to approve the agenda with the addition in VII(A) “and Donation Agreement” was made by Dr. Hatcher with a second Mrs. Haney. All in favor, no further discussion, motion carries.
- V. Approval of Minutes** – 11/10/2016, 12/12/16, 12/27/16. A motion was made by Mr. Bennett to approve the minutes of 11/10/16, 12/12/16 and 12/27/16 with one correction from “Mr.” to “Mrs.”. Mr. Thompson seconded the motion. All in favor, no further discussion, motion carries.
- VI. Student/Staff Recognitions**
 - A. NBH – Hailey Byrd- Special Award
 - B. BH – None this month
- VII. Action/Informational Items**
 - A. Ratification and Approval of 3rd amendment to AIA contract and Donation Agreement – The amount of \$446,977.73 will be donated. GAC and the engineer are in agreement with the amount of the donation. Construction will begin approximately 10 days after the issuance of the storm water drainage permit. Mr. Thompson made a motion to approve the 3rd Amendment and accept the Donation Agreement in the amount of \$446, 977.73 and that we execute the 3rd amendment of the AIA with the addition of Exhibit A being attached to it. Mr. Haight seconded the motion. All in favor, no further discussion, motion carries.
 - B. Permission to develop and distribute a RFP for Administration building at NBH – Mr. Elmore asked C. Dennis Evans to give a proposal for design/build criteria which they have stated will be completed by Jan 30. At that time, we would advertise for the design/build firm, and after selection, immediately give that firm the go ahead to begin the design. Mr. Elmore recommends that Mr. Bolinger be given the authority to spend the \$5000 for this proposal. The CFO in agreement that we need to get started with the planning phase of this. Mr.

Haight made a motion to give Mr. Bolinger the authority to spend \$5,000 for design/build criteria from C. Dennis Evans. Mr. Bennett seconded the motion. All in favor, no further discussion, motion carries.

- C. NBHE Project adds and alternates (**see CFO Report**) – Mr. Bolinger and Mr. Matthew Morgan from GAC showed a plan for these and pointed each one out.

Dr. Hatcher made a motion to approve the Loop Road alternate as described for the amount of \$91,057.65. Mrs. Ennis seconded the motion. Mr. Sloan stated this would be an additional addendum to the contract and would be considered change in scope. All in favor, no further discussion, motion carries.

Mr. Bennett made a motion to approve the Bypass lane as described for the \$94,118.51. Mr. Thompson seconded the motion. All in favor, no further discussion, motion carries.

Mr. Bennett made a motion to approve the parking spaces and bypass to old parking lot as described for \$85,498.38. Mr. Thompson seconded the motion. All in favor, no further discussion, motion carries.

Mr. Bennett made a motion to approve the dumpster pad extension, adding to the pad and two additional dumpsters as described for \$18,600.00. Mrs. Porter seconded the motion. All in favor, no further discussion, motion carries.

The other items will come before the Board for approval at a later date in recognition that the project is currently over budget.

The Board acknowledges GAC, Durwin White and Matthew Morgan for all the work they have done and are continuing to do.

- D. Permission to develop and distribute a RFQ for an engineering firm – Mr. Sloan has put together a standard RFQ to have engineering firm on retainer. This is to authorize an RFQ to go out to solicit a list of services and it would come back to Board to approve a particular firm. The firm would sign a continuing contract with the Board and would be available if the Board issues a task order. No money is obligated until a task order is issued. The only funds needed would be the cost of publishing the RFQ. The Board requests that this be put on agenda for next month.
- E. Request for new position of Systems Administrator in the IT department (**please see HR Report**) – The CEO, CFO and CIO have been in discussions regarding this position and the CFO says the money is available for this. Mr. Thompson made a motion to approve the position of Systems Administrator. Mrs. Ennis seconded the motion. All in favor, no further discussion, motion carries.

- F. Approval of Out of Field list in HR report – Mr. Thompson made a motion to approve the out of field list as presented by HR. Mr. Bennett seconded the motion. All in favor, no further discussion, motion carries.
- G. Approval of advertised pay policy – Mr. Bennett made a motion to approve the previously advertised revised pay policy. Mr. Thompson seconded the motion. All in favor, no further discussion, motion carries.
- H. Approval of advertisement of revised sick/personal leave policy – This policy mirrors what the district does by advancing 5 days at the beginning of the semester and the remainder in January. Mr. Bennett made a motion to approve the advertisement of the revised sick/personal leave policy. Mrs. Ennis seconded the motion. All in favor, no further discussion, motion carries.
- I. Update on 16 acres – The permit was filed today and takes approximately 30 days. It is a general permit. GAC will begin within days after receipt.
- J. NBH Accreditation report 2016-2017 – Mr. Bolinger commended Mr. McLaughlin and his entire faculty, staff and administrators for the tremendous work on this Accreditation renewal. The report was sent in on January 3rd. Mr. McLaughlin will be emailing to ask for 3 to 5 members to sit in on an interview with the Accreditation team on Monday, Feb 6th at 3:00 p.m.
- K. Bay Haven enrollment realignment (**See CFO Report and CEO Report**) – Mr. Bolinger gave an overview and Mrs. Vickers was available for questions. All teams and faculty at BH met and is overwhelmingly positive about this.

VIII. Announcements

- A. The agenda meeting for the next board meeting will be Thursday, January 26th at noon. Please get any items for discussion to Mr. McFatter or Ms. Maddox by that time.
- B. Next Board meeting will be held on Thursday, February 2nd at 4:00 p.m. at the Bay Haven campus in the Media Center.
- C. High school lottery will be held February 11th at the NBH campus. K-8 lotteries for BH and NBH will be held March 11th, site to be determined.

IX. Public Comments – Ms. Anya Bates, a parent, addressed the Board. Mr. McLaughlin informed the Board that NBH High now has 15 students who are attending FSU-PC taking courses in English, Statistics and Chemistry. He also pointed out the vast number of students who are taking DE classes. Mrs. Pozen send an update for HOSA. There are 50 students are moving on to state competition for HOSA.

X. Board Comments – Mr. Thompson asked about the financial report for ancillary services and asked for clarification.

XI. Adjournment – 6:05 p.m.