

Bay Haven Charter Academy, Inc.  
Board of Directors Meeting Minutes  
Thursday, August 6, 2015  
Bay Haven Charter Academy  
2501 Hawks Landing Blvd  
4:00pm

Attending: Dr. Jeremy Hatcher, Mr. Jon McFatter, Mr. David Haight, Mrs. Sandy Porter, Mr. Waylon Thompson, Mr. Scott Reeves, Mrs. Scotti Haney, Mr. Tim Sloan, Dr. Tim Kitts, Mrs. Tiffany Ennis

- I. Call to Order – 4:02 p.m.
- II. Pledge of Allegiance – Dr. Jeremy Hatcher
- III. Prayer – Mr. David Haight

IV. Approval of Agenda

Add “Enrollment” under “Personnel” as A3.

Mr. Jon McFatter made a motion to approve the agenda with the change. Mr. David Haight seconded the motion. No further discussion. Motion carries.

V. Approval of Minutes 07/09/15, 07/21/15

July 9 minutes – Mr. McFatter motioned to approve the minutes. Mr. Waylon Thompson seconded the motion. No further discussion. Motion carries.

July 21 minutes – Mr. McFatter motioned to approve the minutes. Mr. Waylon Thompson seconded the motion. No further discussion. Motion carries.

- VI. Presidents Report – Summer has been quiet. Everyone is doing their best to get the facility up and running. Dr. Hatcher reminded the audience that the Board also works for the teachers and if there are any issues, do not hesitate to get in touch.

VII. CEO Report

A. Personnel

1. Update from Principals on staffing at each cost center

- i. BHCA – 9 new staff members. Formal introductions will be made in September. BHCA is fully staffed.
- ii. MS/HS – Covered walkway construction ongoing until mid-September. There are 14 new faculty members, 9 of them middle school. Introductions will be made at the September meeting. An outgoing/incoming teacher list was requested.
- iii. ES – 10 new hires. They are fully staffed.

1) Inc – IT situation has been handled by new hires

2) Hired Tom Schell as IT director

3) Myers, the former network person, left for FSU, but Zach Wood was hired for the network engineer position

4) Transportation is fully staffed.

2. Professional Development Plan and beginning of School Preparations for faculty: Mrs. Higgins

- i. Board report gave overview of the summer and what is to come. Boot camp was a big event and successful. Great feedback has been received.

- 1) Monday kick off day – all will be present at MS/HS in the gym. The Board is invited. Dr. Jeremy Hatcher is coming Monday at 7:30 to address the faculty/staff.
  - 2) Each school is doing some components of back to school inservice and the PD team is doing some components.
  - 3) The goal is to find out from new teachers what they need and make sure they have what they need.
  - 4) Janet Adkins will be the keynote speaker in the morning after breakfast.
3. Enrollment – The question was asked concerning why we eliminated military preference. Dr. Kitts explained that the legislature took out the wording requiring charter schools to have a military preference.

Tyndall liaison, Tammy Turnmeyer, stated that the Charter schools are more popular with military families because of the structure, especially middle school. And that they like high school because it is smaller. Tyndall has approximately 400 students between the 3 locations

Board wants Tim to look at other charter school contracts and see what their contracts state regarding military preference. Update at the September meeting.

An inquiry was made regarding students enrolling into the high school. What about preference for students going K-8 for all years to Bay Haven. The Board is reminded that giving any type of preference would be outside the contract. Thus, the contract would have to be opened with Bay District Schools.

#### B. Facilities

1. New BHCA drive complete
  - i. Mr. Bolinger showed a map with the new drive. Middle School goes out the new drive. Barricades will be up preventing parents from going out the old way. Bikes racks will be moved to Preschool bldg. side of the drive so students will not have to cross traffic.
2. Fourth Grade portables: Mr. Bolinger
  - i. Two modular have been set up for two middle school classes.
  - ii. All departments in middle school have common planning for their members. All ESE students are moved out of the media center.

It was requested that at the next meeting, a plan be provided to get the media center back to being a true media center.

3. Pre-K portable: Ms. Graham
  - i. Pre-K will be put together tomorrow. Teachers will be able to get in next week and will be ready to go. Parking for 5<sup>th</sup> grade teachers and Pre-K will be along new Pre-K modular.
4. Culinary Classroom: Ms. Graham
  - i. Students will be able to utilize the classroom when school begins.
  - ii. Ancillary services netted \$524,000 last year.

#### VIII. CFO Report

- A. Budget Improvement
  - i. Budget changes were emailed to members. The CFO office thinks the budget they have is manageable.

#### IX. Action Items

- A. CEO Compensation Plan – second vote to include salary schedule proposals

Mr. Sloan explained that at the last meeting there was a proposed amendment to the compensation plan for the CEO, adding the CEO in the all other employee category. That plan presumes, as it does for everyone else in that category, that there is some sort of compensation schedule that exists for the employees. Theoretically the policy is good, but it must be married to a compensation package in order for it to make sense. Mr. Thompson and Mr. Sloan have had discussions. Board was presented with a sample pay chart for the CEO. On the policy, the language advertised is ready to go, but Board needs to put together the compensation part of the package.

Mr. Thompson explained the various scenarios of the compensation schedule. No other benefits are factored in. This was salary only.

There is some discussion concerning the compensation schedule.

A motion is made by Mr. David Haight to accept the salary schedule example given (schedule 43 current salary with the higher multiplier of 1.747), changing the beginning salary in column L, year 5 to \$115,000 and accepting the policy language as advertised. Mrs. Scotti Haney seconded the motion. This would be effective to July 1, 2015, at the beginning of this new contract year.

Vote is made on the motion. All Board members voted yes to this motion except for Mr. Scott Reeve, who voted No. Motion carries.

Mrs. Tiffany Ennis motioned to have Dr. Kitts' contract modified to amend Dr. Kitts' contract effective July 1 to reflect the new salary schedule and to authorize the president to sign it. Mr. Reeve seconded the motion.

All voted in favor. No further discussion. Motion carries.

B. Approval of Design architect – Dennis Evans and Associates

A motion was made to approve Dennis Evans and Associates as the design architect with an amount not to exceed \$10,900. Mrs. Scotti Haney seconded the motion.

All voted in favor. No further discussion. Motion carries.

C. Approval of 2015/16 Budget

Board received the budget, and had a budget workshop. Budget has improved over what was presented in the workshop.

Mr. David Haight made a motion to approve the 2015-2016 Budget as proposed by the CFO office on behalf of Bay Haven. The motion was seconded by Mr. Waylon Thompson.

All voted in favor. No further discussion. Motion carries.

X. Informational Items

Open house and orientations. Board members please indicate what they can attend and RSVP to Julie.

Monday morning – breakfast at 7:30 a.m. Dr. Hatcher will speak as well as Representative Adkins.

Outdoor classroom construction has started.

- XI. Board Comments
- XII. Public Comments
- XIII. Announcements
  - A. August 9<sup>th</sup> dinner at Shrimp Boat
  - B. August 10<sup>th</sup> Opening Day Breakfast at NBH MS/HS gymnasium
- XIV. Adjournment – 6:41 p.m.