

Bay Haven Charter Academy, Inc.
Board of Directors Meeting
Thursday, October 1, 2015
North Bay Haven Charter Academy
Middle/High School Cafeteria
4:00pm

In attendance: Dr. Tim Kitts, Mr. Tim Sloan, Mr. David Haight, Mr. Jon McFatter, Mrs. Tiffany Ennis, Dr. Jeremy Hatcher, Mr. Mark Graham, Mrs. Sandy Porter, Mr. Scott Reeve, Mr. Waylon Thompson. Absent: Mrs. Scotti Haney

- I. Call to Order – 4:06 p.m.
- II. Pledge of Allegiance – Dr. Jeremy Hatcher
- III. Prayer – Mr. Waylon Thompson
- IV. Approval of Agenda – Mr. Thompson made a motion to approve the agenda. Mrs. Ennis seconded the motion. No further discussion, all in favor, motion carries.
- V. Approval of Minutes 09/03/15 – Mr. Reeve made a motion to approve the minutes. Mr. Thompson seconded the motion. No further discussion, all in favor, motion carries.
- VI. Presidents Report
 - A. Things seem to be going smoothly. We are excited about the student accomplishments to be presented.
 - B. There will be information on cybersecurity given at 9:00 in the media center at Bay Haven tomorrow.
- VII. CEO Report
 - A. Students
 1. Introduction of National Merit Scholar students
 - i. Matthew Adcock – semi-finalist
 - ii. Commended students – Alyssa Whitelock, Derek Lyon, Kien Vu
 2. Introduction of HOSA National student placement
 - i. Victoria Johnson – 2nd place in clinicals
 3. Introduction of Junior Leadership Bay students
 - i. Salony Baddigam
 - ii. Victoria Johnson
 4. Introduction of US Presidential Scholar
 - i. Alyssa Whitelock – school level, will compete with the district scholars
 5. NBH High School chosen to be an AP Capstone school. There are only 112 in the nation.
 - B. Facilities
 1. Status on architect specification bids – Wayne Elmore
 - i. In review process phase of design firm work.
 - ii. See Elem school schedule

- Mr. Sloan is going to review everything in final draft form.
 2. Status on outdoor classroom – Wayne Elmore
 - i. Building complete, waiting on corrected easement

3. Status on 16 acres – final answers from the DEP hopefully next week and then there will be a 30 day wait, but it is contingent upon D&H finishing the mitigation process.

C. Transportation

1. New bus has arrived. The fleet is now at 13.
 - a. Final new bus has arrived, has been licensed. They seat 68, three to a seat.
 - b. We still have our 10 year old fleet but are able to maintain it.
 - c. The question was asked if we were still shopping for buses? We will have the rep looking for deals like the 2010 bus and will determine if it is to our advantage to purchase another one or two after the beginning of the year while looking at our budget. Right now 13 takes care of our needs. 14 would be comfortable in case a bus permanently went down.
- The District has a rotating schedule built in and we might want to consider looking at rotating out buses.

- D. Professional Development – Team has a list of all individuals that they are working with and almost every single teacher elected to be involved in the program to help with instructional strategies and management strategies. Model classrooms have been established and they are helping with DP for evaluations. Instructional tech mentors will be going to FETC in January. We will also have some attending the Conference for STEM initiatives.

PD Team is non-evaluative group that helps teachers get better at what they do. That is their critical mission.

- E. HR Monthly report – It is described as detailed, showing rationale and showing budget and is felt to be the kind of report that the board would like to see each month. Discussion was had about also providing the information in which school the people were working.

VIII. CFO Report

- Arbitrage recalculation – refer to report – more expensive than originally thought.

A. Progress on Audit –

1. Field work is about 80 – 90% done. Still see no problems to be concerned about in meeting the deadline.
2. Cash flow – using savings – will have to dip into savings tomorrow.
3. Two change orders on the contract, will be brought next month for signature. Both reductions. It was requested that Mr. Ramsey report if our savings gets below 2 to 3 million.

IX. Action Items

A. Personnel Policy

- Discussion ensued on this policy. Assurances were given that the proposed policy requires a written notice for new positions only. It

requires the Board to look at those, and see if it is in the budget. It is a systematic way of looking at this. Secondly it addresses after the fact notification, e.g., the report from Roberta. It does not put the Board in the position of hiring and firing. The proposed policy does not change the first two sentences of the current policy (B). In the proposed policy, there is no evaluation mentioned. In the current policy, evaluation is mentioned in the first two sentences. Labor cost is 68% of our budget. One discussion is to view the budget and personnel, then if we exceed the line item the Board needs to look at it. The other side of the discussion is that if we work within the entire budget and do not exceed the entire budget, then we are okay.

Mr. Haight made a motion to table this topic until the next meeting since Scotti Haney is not present and he wants to ensure she is involved in the discussion. There is no second. Motion fails.

Concerns were shared by the principals that this would cripple what they need to do on a regular daily basis and that the Board should trust them to handle their budgets with integrity and flexibility within their budgets.

Discussion was had to make this policy apply only to district (Inc) level positions and not to positions below the Principal line in the organization chart.

Motion was made to approve for advertising the policy that has been drafted regarding the board review for positions. Mr. Graham seconded the motion.

There was some more discussion on the matter and then Mr. Graham called for the vote. Mr. Haight was opposed. All others were in favor. Motion passed for the policy to be advertised.

- X. Board Comments
 - A. Mr. Reeve inquired if Dr. Kitts had gotten a quote for hooking up the bathroom in the portable on Bay Haven's campus that was discussed at the last meeting. Dr. Kitts said that he has requested the quote but has not yet received it.
- XI. Public Comments
- XII. Announcements
 - A. Gulf Coast Battle for the Paddle on November 7th
 - B. Homecoming Parade on October 16th at NBH MS/HS
- XIII. Adjournment – 6:57 p.m.