

Bay Haven Charter Academy, Inc.  
Board of Directors Meeting Minutes  
Thursday, September 3, 2015  
North Bay Haven Charter Academy  
Middle/High School Cafeteria  
4:00pm

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

- I. Call to Order – 4:01 p.m.
- II. Pledge of Allegiance – Dr. Jeremy Hatcher
- III. Prayer – Mr. Waylon Thompson
- IV. Approval of Agenda – A motion was made by Mr. Jon McFatter to approve the agenda with a second from Mr. Scott Reeve. All were in favor, no further discussion, so the motion carries.
- V. Approval of Minutes 08/06/15 – Mrs. Tiffany Ennis made a motion to approve the minutes of 8/6/15 with the change listing her as present at the meeting. Mr. Waylon Thompson seconded the motion. All were in favor, no further discussion, so the motion carries.
- VI. Presidents Report
  - A. School seems to be functioning smoothly. Dr. Hatcher is involved with a grant writing team for technology which should help with the testing issues.
- VII. CEO Report
  - A. Personnel
    1. Proposed Personnel Reporting System

Dr. Kitts recommended that this be saved to the next meeting. Mr. Waylon Thompson made a motion to do so and to make it an action item at the next meeting along with the policy. Mrs. Scotti Haney seconded the motion. All were in favor. Mr. McFatter asked for clarification on the packet given to the board members with the policy. Mr. Sloan explained. No further discussion, so the motion carries.

- B. Facilities
  1. Update on BHCA portables

The portables are installed and being utilized by teachers and PreK. Wiring is being completed for data for those portables. A question was asked regarding the situation with the WiFi in the back of Bay Haven's campus. It was explained that an access point was just installed today that should remedy the situation.

A question was asked about the possibility of hooking up the bathroom in one of the new portables. Dr. Kitts expressed that it would probably cost 4K or less. It was requested that Dr. Kitts look into this possibility.

## 2. Update on outdoor classroom

The main facility is constructed. The DEP reassigned the person who had our project and the new person did not pick up our paperwork. Instead of our project being finished with the DEP five weeks ago, it is not finished and we do not yet have the boardwalk, the dock, the electricity, the lighting, etc.

## 3. Potential NBH field restroom

Mr. Anderson is getting some quotes for a small restroom, handicapped accessible over in the corner of the field since it is used for PE, soccer, football games for MS, etc. The cost to build a cement pad building with hardy board was going to be 20K, so other less expensive options are being explored.

## 4. Update on culinary classroom

Dana Dicks and Deborah Cook who is a fully certified culinary chef working with her are teaching. The students will prepare foods to sell in the cafeteria. Ms. Cook will be hosting classes for faculty, staff and parents. Students can do internships. This program will dovetail into GCSC culinary program and students will have the opportunity for competitions. There are 30 students now and will be 30 in the spring

## 5. Report on media center

Mr. Bolinger has open house and could not be present. Jaycie Holland is the media specialist. IT equipment is out of the way. The media center is being utilized for classes. BH will be trying to use laptop carts and other things for testing. BH is ordering 84 HP Streams and three 30 device laptop carts which will help with testing.

## 6. Update on buses: Mr. Ramsey

BHCA, Inc. has purchased two buses with project funds from the NBH campus. One is here now and has been delivered. These are dedicated to this MS and HS. They say the other bus should be rolling off the line at any time.

## 7. Update on Transportation

Dr. Kitts met with BDS and signed the contracts. There are 82 of our students transported by BDS from Tyndall in a.m. We transport all Tyndall students in the afternoon. BDS did not inspect and have the surplus buses ready as was requested. Therefore when we asked about this because mechanical problems were found, BDS said they are "as is". We will have to repair the buses.

Mr. Johnson is to put the buses in on a rotation to make sure these are repaired. Mr. Johnson is to advertise for training for additional drivers to

take place in October. Ray Arrington will conduct the training and Mr. Johnson will evaluate.

We are transporting approximately 800 students between Hubs and shuttles, another 100 or so requests, refining stops every single day and some parents have given us ideas to improve. We have enough drivers and buses to accommodate our students as of now. It has been 90% smooth for us.

C. Student Information

1. Military preference in other charter school contracts: Basically we have the option if we wanted to, but it would not be in our best interest to do so. Dr. Kitts said we could consider a percentage of applicants.

2. Preference for long term student clientele

Although it is a frustration for our parents, we must determine if this preference is allowed by statute. Whether BDS must agree. Then we have to open the contract.

VIII. CFO Report

A. The report that was sent is two weeks old now. However, it is just a reminder of projected phase 2 costs. The annual audit is about to take place. Field work was to have started next Tuesday, but it was pushed back one week. Once every 5 years we are required to confirm that we do not owe an arbitrage rebate to the government. The 2010 bond issue is up for that rebate calculation. We contacted Bob Reed, the bond attorney, for a recommendation of who to contact to do this calculation. He has put us in contact with a firm in Jacksonville. It will cost some money to do have this completed, maybe \$750 a year for five years. We have the option of also having the calculation completed on the first 2 years of the 2013 year and we would be wise to do that. Total cost is expected to be under \$10k.

IX. Action Items – None

X. Informational Items

A. The largest crowd in the history of Bozeman stadium for anyone that ever occupied their stadium was last Friday night for the NBH football game. The pep rally was great and the game was astounding.

B. On the 16 acres across the street from NBH at Mill Bayou, the mitigation should be done soon. Hopefully in two weeks we can start the procedures for closing and concurrently Robert Carroll is working to get things ready for the development order.

C. Tentative schedule for process on the elementary school: By the end of month Dennis Evans will have the design - criteria package ready to approve in the October meeting. We hope to advertise Oct 12 and receive proposals by Dec 11<sup>th</sup>. We can move into January if needed. We hope to interview at the January meeting. Mr. Ramsey does not think we would have funds available until March. We wish to schedule so that we can move in June of 2017.

D. Newsherald article – A response was written by Dr. Kitts. He received 100 plus emails from parents supporting us with many others by phone and text. Mike Cazalas wanted to meet with Dr. Kitts and apologized profusely and put one correction in the paper stating that Mr. Bolinger did not help start the school. He indicated that he would do a part 2. He was out ill when it was out for review and it was not reviewed by people who knew what was going on.

XI. Board Comments

- A. Mr. Haight was very disappointed by the Newsherald article.
- B. Dr. Jeremy Hatcher asked that if this is going to be the new location for board meetings consistently, then we need a sound system because of acoustics.
- C. Hiring policy – Please look at this and get questions to the attorney ahead of time.

XII. Public Comments - None

XIII. Announcements - None

XIV. Adjournment – A motion was made by Mr. Mark Graham with a second from Mrs. Tiffany Ennis – adjourned at 5:45 p.m.