

**Bay Haven Charter Academy, Inc.**  
**Board of Directors Meeting Minutes**  
**Thursday, June 7, 2018**  
**North Bay Haven Charter Academy**  
**Media Center**  
**4:00 pm**

**Attending:** Mr. Jon McFatter, Mr. David Haight, Mrs. Scotti Haney, Mr. Robert Fleming, Mr. Waylon Thompson, Mrs. Sandy Porter, Mrs. Joyce Wilson

**Others attending:** Mr. Larry Bolinger

**Absent:** Dr. Jeremy Hatcher, Mrs. Tiffany Ennis

- I. Call to Order** – 4:00 p.m.
- II. Pledge of Allegiance** – Mr. Jon McFatter
- III. Prayer** – Mr. Waylon Thompson
- IV. Approval of Agenda** – Mr. Thompson made a motion to approve the agenda. Mrs. Porter seconded the motion. All in favor, no further discussion, motion carries.
- V. Approval of Minutes** – 05/04/2018, 05/17/2018, 05/22/2018 – Mr. Haight made a motion to approve all three sets of minutes as presented. Mr. Fleming seconded the motion. All in favor, no further discussion, motion carries.
- VI. Student Recognitions** – None
- VII. Action/Informational Items**
  - A. Approval of Memorandum of Understanding between BHCA, Inc. and PCMI – The latest copy was passed out to the Board. Members commented on the tour of the facility that was given yesterday. Mr. Thompson made a motion to execute the MOU between BHCA Inc and AMIkids, PCMI with the document as is with the exception of paragraph 12, 2<sup>nd</sup> sentence, strike “by either” and replace with “by mutual agreement of the parties” and strike paragraph 13 (d). Mr. Fleming seconded the motion. All in favor, no further discussion, motion carries.
  - B. Approval of 4 new growth positions and increase of SLP from 30 to 40 hours for NBH – Mr. McLaughlin would like up to four (4). Speech/Language workload is going up from 98 to 125, so the work hours need to increase accordingly. Mr. Thompson asked Ms. Swindler about the budgetary impact. She said the increase in students will bring in more revenue and the budget is currently being worked. Mr. Fleming made a motion to approve up to four (4) new growth positions and an increase in hours for the speech/language pathologist from 30 to 40 for NBH. Mr. Haight seconded the motion. All in favor, no further discussion, motion carries.
  - C. Approval of Principal and Teacher Evaluation Systems with authorization for President to sign – The cost of the software package is \$5000 to start with an annual licensing fee and it is a system that is certified by FLDOE. It is far more suitable for Haven needs. Mrs. Porter inquired about evaluators and observers. The information was given that a

principals' designee can go in and do observations as long as the principal signs off on the final teacher evaluation according to information from the DOE and Consortium obtained by Mrs. Vickers and Mrs. Eidson. Mr. Haight made a motion to approve the teacher/administrator evaluation system. Mrs. Haney seconded the motion. All in favor, no further discussion, motion carries.

- D. Approval of Bay Haven SRO Contract - \$93,354 (includes LCIR item) – Part of this item is actually “offset” by LCIR funds (property insurance expense money) for this coming year. After this year, the CFO explained that the expense will come out of operating funds. Mrs. Haney made a motion to approve the SRO contract as presented. Mr. Haight seconded the motion. All in favor, no further discussion, motion carries.
- E. Approval of Change order #3 – This is Phase 1 of the sports complex. The approval of the change was given at the last board meeting. Mrs. Porter made a motion to give the President authorization to sign the change order. Mr. Thompson seconded the motion. All in favor, no further discussion, motion carries.
- F. Scott Clemons – Presentation on Captive Self-funded Insurance
- G. Approval of LCIR Projects (each project voted on separately) – Mr. Fleming made a motion to approve the LCIR projects for the Bay Haven campus as presented in the Board packet with the approved amount of each individual project not to exceed the cost of each project shown on the Bay Haven LCIR Spending Plan. Mrs. Haney seconded the motion. All in favor, no further discussion, motion carries. Mrs. Porter made a motion to approve the LCIR projects for the North Bay Haven campus as presented in the Board packet with the approved amount of each individual project not to exceed the cost of each project shown on the North Bay Haven LCIR Spending Plan. Mrs. Haney seconded the motion. All in favor, no further discussion, motion carries.
- H. Direct Support organization internal controls presentation – Ms. Swindler
- I. RFP Legal Services – It is felt that the Board may need to look at this because of size of organization. Mrs. Porter stated that she would like us to periodically review contractual services. Mrs. Haney mentioned that we have a policy that says we should review all contractual services periodically. The CFO has done this with other services. The complexity of legal services has escalated over the years with the growth of the organization. Mr. Fleming was requested to write the RFP for possible consideration at the next meeting.
- J. Approval of NBH Dismissals – Mrs. Porter made a motion to accept the list of students for dismissal. Mrs. Haney seconded the motion. All in favor, no further discussion, motion carries.

**VIII. Safety/Security Update**

**IX. Announcements**

- A. Agenda meeting for the next board meeting will be Thursday, June 28<sup>th</sup> at noon. Please get any items for discussion to Mr. McFatter or Ms. Maddox by that time.
- B. The next Board meeting will be held on Thursday, July 12<sup>th</sup> at 4:00 p.m. at the North Bay Haven campus in the Media Center.
- C. Date to be set for July Budget Workshop – July 30<sup>th</sup> at noon in the NBH media center.

D. Request for Executive Session for June 15<sup>th</sup> at 4:00 p.m. for the purposes of discussing pending litigation.

- X. **Public Comments**
- XI. **Board Comments**
- XII. **Public Recognition**
- XIII. **Adjournment – 7:15 pm**