

*Escambia Charter School, Inc.  
Board of Directors Meeting  
September 26, 2017  
Minutes*

*Members Present: Jacquelyn Smith, Calvin Avant, & Timothy Grier*

*Members Absent: Gene Mitchell*

*Others Present: Taravell McKinnies, Cyndi Amerson, Todd Duncan, Susan Rigby*

**I. CALL TO ORDER: THE CHAIRPERSON**

The meeting was called to order at the school campus, at 3:00 p.m., and Mrs. Smith asked if anyone was on the public forum, and I stated, no.

Mrs. Rigby, from Alternative Education attended our meeting and the meeting started out watching a video of the board workshop that Ms. McKinnies attended on September 15<sup>th</sup>. The concerns were discussed by the board, Ms. McKinnies, and Mrs. Rigby, and will continue to be discussed after the financials are explained by our accountant, Mr. Todd Duncan, on speaker phone.

**III. FINANCIALS:**

Mr. Duncan started out on the budget to actual on page 5, and stated the concerning issues as you can see is our flux; we had 3 pay periods for the month of August. Title One was discussed; on the end year it will be a journal entry. The salary accounts fell in August, we were under budgeted, and we did not have the full staff like we normally do, so that did help us this year. The books we ordered, we will have to adjust the budget. The electrical bill, we paid 2 in one month. On to page 8, the capital account was reviewed. The repair maintenance; we hired a person and we coded his hours and the supplies are coded. He has to come back for some remaining outside maintenance. On the age receivables capital account we received the \$3,484.00, already and the amount of \$2,213.00, which needs to be fixed; it is not outstanding. On page 14, several years of our income expenses were discussed. Mr. Duncan stated the School District usually allows us to start at 120, when we do our count, and then they will over pay us for a few months. There is a large average for the last 2 years, where we have had an average monthly loss of \$8,126.00, which equates to an average annual loss of \$97,509.00. This is our issue; these numbers are not going to keep us in operation. Mrs. Smith stated we have to develop us a budget for 80 students. Mrs. Smith asked is there anything else we can take away. The buses cost and the cuts in our FTE's are killing us. The board talked about putting off our payables with the School District while we can, and to talk with Mr. Thomas. Our biggest struggle is our transportation issue. Mr. Duncan asked if it would be possible to do a monthly count for us.

All the financials were reviewed by the board.

#### **IV. APPROVALS**

**Approval of Minutes:** Mrs. Smith asked the board if they read the minutes from August 22, 2017, and asked them to approve them. **The motion was made to approve the minutes by Mr. Timothy Grier, seconded by Dr. Calvin Avant, all approved.**

The board was informed that we sold one of our buses for \$500.00 and are going to sell 2 of our modulars 11 and 12, for \$500.00 each. **The motion was made to approve the selling of the bus and the 2 modulars by Dr. Calvin Avant, seconded by Mr. Timothy Grier, all approved.**

#### **V. UPDATES**

Ms. McKinnies informed the board that she met with Mr. Doss on Friday, he said the proposal that Mr. Thomas proposed about our students riding the bus at the local high schools will not work, because of their bus situation; they do not have room for their own students, and are needing bus drivers. Ms. McKinnies is also going to meet with Trish Drew to review our bus routes.

After reviewing some of the workshop on line, the board discussed with Mrs. Rigby their concerns with the high schools holding on to the students until after the count.

Ms. Vickie Mathis, Director of Alternative Education was on speaker phone, and the board asked can we defer the bus payables and pay that later after the school district repairs our buses. Also, we have dropped a teacher, so Ms. McKinnies is teaching. Ms. McKinnies has been to Tate and PHS, and believes they have been holding back. Mrs. Rigby stated there is a disconnect at the schools. The board talked about the referral form that Alternative Education furnished the high schools. Ms. Mathis said we can refer them, and stated she is going to email the principals to get a number of students who they have referred and who they are going to refer in the next 2 weeks. We have until October 9<sup>th</sup>. Ms. Mathis stated, during FTE if they come to Charter we can count them. Mrs. Smith said, according to our accountant we have more going out than we have coming in and stated we need budgets for counts; 90, 110, and 120. Mrs. Smith asked Ms. Mathis to talk with Mr. Thomas and Mr. Marcanio.

Ms. McKinnies is going to ask our accountant if we can we even hire a math teacher; can we offer the job and afford to pay for the job.

Mrs. Smith asked how we can help, do we need to get some volunteers.

Mrs. Smith said can we tutor during the day. The board talked about doing a fund raiser. Mr. Grier said he talked with Randy Ramos from Escambia County Public Schools Foundation, and he stated to contact Kristie Kelley, the Chair, they may would donate. Mr. Grier talked with Kia Auto Sport, and we may can apply for a grant with them and Members First Credit Union. Mr. Grier said to get with new companies and see if they will get on board. Mrs. Rigby said to give our mission statement, and the positive about our school. Mrs. Smith said we need a letter to send out. Dr. Avant said we can help do the grant applications for these foundations and take the weight off. Mrs. Smith said we need continual students even if we do get donations.

The school's accreditation review has been rescheduled for the 2<sup>nd</sup> semester 2018.

Mrs. Smith talked about improving the school's lunch. What options do we have? We may need some warmer bags, and Mr. Grier suggested a hot box.

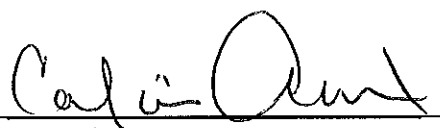
Mrs. Smith asked about basketball and stated we need to get a donor like a sports person for our basketball expenses.

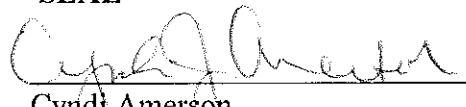
Mrs. Smith asked about E-Rate, however, we are still waiting on payment from Cox and AT & T.

Mrs. Smith asked about our books. We should assign the books, and asked the question would the books on line be cheaper. Mrs. Smith asked if is possible to get old books from the district. Mr. Grier said you can ask, but it depends. We would need to ask curriculum at the Hall Center.

#### **ADJOURNMENT**

There being no further business, the meeting adjourned at 4:21 p.m., and signed this 26<sup>th</sup> day of September 2017. The next scheduled board meeting will be on Tuesday, October 24, 2017, at 3:00 p.m., at the Escambia Charter School Campus.

Signed:   
Dr. Calvin Avant,  
Board Secretary  
Escambia Charter School

**SEAL**  
  
Cyndi Amerson  
Recording Secretary