

OFFICIAL MINUTES
Governing Board of Directors Meeting
Richard Milburn Academy, Volusia County
High School

Meeting Location: 1031 Mason Avenue, Daytona Beach, FL 32117
3:00 PM, Wednesday, December 2, 2015

Board Members Present

Mr. Sam Smith, Chairman
Dr. Houston Conley
Mr. Edson Graham

Board Members Absent

Mr. Robert Crosby

I. CALL TO ORDER

Mr. Sam Smith called the meeting of the Governing Board of Directors of Richard Milburn Academy Volusia County High School to order at 2:58 PM.

Board Members toll Call – Mr. Smith asked that the record show all current board members present except Mr. Crosby.

II. ACCEPTANCE OF THE AGENDA AND CONSENT

Mr. Edson Graham made the motion to approve the Consent Agenda as shown. The motion was seconded by Dr. Houston Conley and the Meeting Agenda was approved by the Board.

III. PUBLIC COMMENTS / CITIZENS INPUT

There were none.

IV. APPROVAL OF AGENDA AND CONSENT

Approval Minutes of October 13, 2015 RMA High School Board Meeting.

V. ITEMS REMOVED FROM THE CONSENT AGENDA

No Action was required.

VI. REPORTS TO THE BOARD

- A. Campus Reports - Mr. Art Sands, School Director and the Campus Directors for RMA Daytona Beach and Deland campuses reported to the Board regarding student enrollment, demographics, staffing, professional development, student performance, instructional program plans, student activities, and facility upkeep at both campuses.
- B. In-Field and Out-of-Field RMA Teachers – Mr. Sands reported no additional out of field teachers were noted since prior approval at the RMA Daytona Beach campus.

At the RMA Deland campus, Ms. T. Eggleston is out of field in high school reading. Her current certification is in middle school reading.

- C. Accreditation - Mr. Sands reported that the High School has prepared for the five year accreditation reporting and visit scheduled for December 2-4, 2015. Reports and diagnostics have been uploaded into the AdvancED system, evidence has been prepared for the team, a draft agenda has been formalized along with visit logistics.
- D. Facility - Mr. Sands reported that the air condition has been repaired at RMA Daytona Beach and bathroom doors were fixed at RMA Deland. No other facility deficiencies were noted.
- E. Security Audit – RMA Deland went through a security audit this year. The Volusia County School District reviewed the security audit documentation uploaded by RMA online. RMA received an initial rating of 41 out of 60. Most of the rating deficiencies occurred due to RMA not uploading a document that indicated N/A and RMA has now done this so the rating will increase.
- F. Financial Reports –
 - 1. September and October 2015 RMA High School Financials – A review was provided by Mr. Paul Augello, President and Co-Founder, BoostEd Finance, A Division of Victory Education Partners.
 - 2. Revised RMA High School FY 2016 Budget – Mr. Augello shared the revised budget and pointed out the budgeted enrollment and October FTE count indicates a conservative budget with better than expected enrollment. The Board suggested close monitoring of Enrollment and spending as RMA enters the February FTE count.
- G. Student Recruiter – The Board discussed building a cash reserve of 3-6 months to meet its short-term and emergency funding needs. The discussion indicated the need for a student recruiter to increase enrollment. The Board discussed using Mr. Sam Smith to serve in this role. As Principal he has a successful track record and qualifications to meet this need.
- H. Accountability Report – Mrs. Hildy Boardman reported the 2014/15 RMA High School annual charter school Accountability Report was completed. This report shows compliance of the governing body of RMA reporting progress to its sponsoring school district, pursuant to Section 1002.33 (9)(k), F.S. The Volusia County District will review the report and forward it to the Florida Commissioner of Education. The report will be used publicly to provide critical information on public charter schools in their communities, to provide sponsoring districts information on the schools in their portfolio, and provide all constituents of public schooling the data necessary to examine this growing sector of education. The report and past accountability reports are accessible online at www.floridaschoolchoice.org.
- I. Human Resources Update – Mr. Sands reported that LittleBird staff were currently at RMA Deland providing RMA staff information regarding Benefit Elections as we enter open enrollment.

- J. Board Membership – Mr. Sands reported they are continuing to reach out to parents to engage with the RMA Board. He has one parent and one community member who are interested in serving on the RMA Board.

VII. BOARD ACTION ITEMS

- A. Dr. Conley made the motion to approve the out of field staff at RMA Deland. Mr. Graham seconded the motion and Board unanimously approved the motion.
- B. Mr. Graham made the motion to approve using Sam Smith as RMA Student recruitment consultant. Dr. Conley seconded the motion and the Board unanimously approved the motion.
- C. Dr. Conley made the motion to consent submission of the 2014/15 RMA High School Annual Accountability Report for Volusia County review prior to submission to the Commissioner of Education. Mr. Graham seconded the motion and the Board approved the motion.
- D. Mr. Graham made the motion, Dr. Conley seconded, and the Board unanimously approved the revised RMA High School Fiscal Year 2016 Budget as presented.

VIII. PUBLIC COMMENT ON NON-AGENDA ITEMS

Mr. Smith reported on his visit with District staff including the Assistant Superintendent of Volusia County Schools, an expulsion committee staff member, and the Charter School Liaison all had positive comments regarding the work being done at RMA.

Mr. Sam Smith welcomed Jose Acosta, RMA student to the meeting and spoke about Jose's upcoming graduation and perseverance as he plans to graduate despite tragedy in his family and plans to enlist in the military.

IX. ANNOUNCEMENTS/ NEXT MEETING

Mr. Smith announced that the next Board meeting is scheduled for 3:00 PM, Tuesday, February 2, 2016 at the RMA Deland Campus.

X. ADJOURNMENT

Mr. Smith accepted a motion from Mr. Graham and seconded by Dr. Conley to adjourn the meeting at 3:37 PM.



Mr. Sam Smith, Chairman of the Board

2/2/16
Date