

OFFICIAL MINUTES
RICHARD MILBURN ACADEMY OF FL, INC. BOARD OF DIRECTORS MEETING
1031 Mason Ave, Daytona Beach, FL 32117
7:00 P.M., December 6, 2016

DIRECTORS PRESENT

Mr. Sam Smith, Chairman
Mr. Edson Graham

DIRECTORS ABSENT

Dr. Houston Conley

I. OPENING

- A. Mr. Sam Smith called the meeting of the Richard Milburn Academy of FL, Inc. to order at 7:00 PM.
- B. Director's roll Call – Mr. Smith asked that the record show all current Directors present except Dr. Conley.
- C. Mr. Smith informed the Board that Dr. Conley had submitted his resignation as Director, RMA of FL, Inc. Board and as President of RMA of FL, Inc.

II. REMOVAL OF ITEMS FROM THE CONSENT AGENDA AND APPROVAL OF THE MEETING AGENDA

The motion was made to approve the Meeting Agenda and Consent Agenda as shown. The motion was seconded and unanimously approved by the Board of Directors.

III. PUBLIC COMMENTS

There were none.

IV. APPROVAL OF CONSENT AGENDA ITEMS

The motion was made to approve the Consent Agenda Items. The motion was seconded and the following items were unanimously approved by the Board of Directors.

- A. Approval of the minutes of the final meeting on August 9, 2016 of the RMA MS Governing Board Meeting and the minutes of the February 2, 2016 RMA of FL, Inc. Board Meeting.
- B. Approval of Art Sands to serve as the Principal of RMA HS Volusia County for the 2016/2017 School Year
- C. Approval of Manouchka Pierre to serve as Campus Director of RMA Deland Campus for the 2016/2017 School Year
- D. Approval of Art Sands as Community Liaison for RMA HS in Volusia County for the 2016/2017 School Year
- E. Approval of RMA General Liability, Property, Automobile, Worker's Compensation, Director's/Officer's Employees, and Fidelity Insurance Coverage for the 2016/17 SY
- F. Approval of the RMA HS CAPITAL OUTLAY PLAN
- G. Approval of RMA HS Title I Plan
- H. Approval of the RMA 2016/2017 Salary Schedules
- I. Approval of the RMA FY 2017 High School Budget
- J. Approval of the RMA SAFETY AND SECURITY MANUAL
- K. Approval of Contracts and Agreements
 - 1. City of Daytona Beach – Police Security at Daytona Beach Campus
 - 2. Cleaning Ladies of Central FL – Cleaning Services at Deland Campus
 - 3. Compass Learning – Learning Software at Daytona Beach and Deland Campuses
 - 4. Coverall of NE FL – Cleaning Services at Daytona Beach Campus

5. Easter Seals of Volusia and Flagler Counties – Speech Services for Daytona Beach and Deland Students
6. Universal Protection Services – Security at Deland Campus
7. Volusia County Schools – Transportation for Daytona Beach and Deland Campuses
8. Volusia County Schools – School Way Café food services for Daytona Beach and Deland Campuses
9. Massey Preventech Commercial Services – Pest Services Prevention Daytona Beach and Deland Campuses
10. All Aboard Storage – Storage Unit for Daytona Beach and Deland Campuses
11. Marianne Vanarsdall – Scheduling services for FTE Compliance for Daytona Beach and Deland Campuses
12. OpenDNS - Phishing protection and content filtering services for Daytona Beach and Deland Campuses computers
13. Sunshine State Security – Security System & Alarm Services for Daytona Beach
14. Volusia County Schools – Transportation for Daytona Beach and Deland students
15. Volusia County Schools – School Way Café food services for Daytona Beach and Deland students
16. The Change Consultant’s Proposal for Professional Development for the 2016/17 SY

V. REPORTS TO THE BOARD

- A. Status of Charter Contracts / Renewals / Accreditation - Donna Eldridge, Vice President, shared with the Board of Directors that during the 2017/18 SY RMA HS Charter will go through Volusia County’s 5 year renewal process. This would make the next renewal term for RMA HS from July 1, 2018 – June 30, 2023.
RMA HS Accreditation through AdvancED/SACS requires annual reporting. The current RMA HS accreditation is based on a 5 year cycle with current accreditation effective through June 30, 2021.
- B. Financial Reports - Mr. Paul Augello, President & Co-Founder, BoostEd Finance and Ms. Loretta Bobb, Director of Accounting Mid-Atlantic, reviewed the following financial information and documents with the Board.
 1. RMA MS and HS FY 2016 Audits
 2. July, August, September, October 2016 RMA HS Financials
 3. RMA HS Budget

VI. ITEMS REMOVED FROM THE CONSENT AGENDA

No Action was required.

VII. INFORMATION ITEMS

There were none.

VIII. OTHER BOARD ACTION ITEMS

- A. The Board moved, seconded, and unanimously approved the dissolution of the RMA MS Governing Board.
- B. The Board moved, seconded, and unanimously approved the FY 2016 RMA MS Audit.
- C. The Board moved, seconded, and unanimously approved the FY 2016 RMA HS Audit.
- D. The Board moved, seconded, and unanimously approved RMA Policies and Procedures which include the RMA FINANCE MANUAL and the RMA EMPLOYEE HANDBOOK.
- E. The Board moved, seconded, and unanimously approved the RMA HS Governing Board recommendation to merge the RMA of FL, Inc. Corporate Board of Directors and the

RMA HS Governing Board to form the RICHARD MILBURN ACADEMY of FLORIDA
GOVERNING BOARD OF DIRECTORS (RMA of FL Board)

- F. The Board moved, seconded, and unanimously approved the following individuals as members of the RMA of FL Governing Board of Directors:

Mr. Edson Graham Chairman
Mr. Sam Smith
Ms. Ashley Kelly

- G. The Board moved, seconded, and unanimously approved the appointment through June 30, 2017 of the following RMA of FL, Inc. Officers:

Mr. Sam Smith President
Mr. Edson Graham Treasurer
Ms. Ashley Kelly Secretary
Ms. Donna Eldridge Vice President
Ms. Pam Epling Assistant Secretary

- H. The Board moved, seconded, and unanimously approved the RMA of FL, Inc. President's annual salary of \$37,000.00 from January 1, 2017 – December 31, 2017.
I. The Board moved, seconded, and unanimously approved the RMA of FL, Inc. Assistant Secretary annual \$1,000.00 stipend to be paid to the Assistant Secretary for providing support to the President. \$500.00 of the stipend will be paid in the first payroll of June 2017 for the 2016/17 SY and thereafter, a payment of a \$500.00 stipend will be paid in the first payrolls of December 2017 and June 2018.
J. The Board moved, seconded, and unanimously approved to authorize Sam Smith, President, to conduct actions necessary for the successful operation of all aspects of RMA of FL, Inc.
K. The Board moved, seconded, and unanimously approved the Board honorarium, with the exception of the President, in the amount of \$300 for each local official RMA of FL Board Meeting attended, effective February 7, 2016.
L. The Board moved, seconded, and unanimously approved the RMA of FL Board Meeting Schedule with adjusted meeting times.

IX. Board Comments

There were none.

- X. The next RMA of FL Governing Board Meeting** – Mr. Smith announced that the next Board meeting is scheduled for 6:00 PM, Tuesday, February 7, 2017 at the RMA Deland Campus.

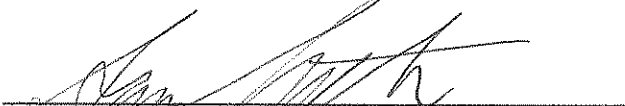
- XI. Adjourn** – Mr. Smith adjourned the meeting at 7: 21 PM.



Mr. Edson Graham, Chairman, Board of Directors

12-6-16

Date



Mr. Sam Smith, Board of Directors

12-6-16

Date



Ms. Ashley Kelly, Board of Directors

12-6-16

Date