

**OFFICIAL MINUTES**  
**RICHARD MILBURN ACADEMY OF FL, INC. BOARD OF DIRECTORS MEETING**  
913 E New York Ave.  
6:00 PM, Tuesday, February 7, 2017

Board Members Present

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

Board Members Absent

I. CALL TO ORDER

Mr. Edson Graham called the meeting of the Richard Milburn Academy High School to order at 7:00 PM.

Board Members Roll Call – Mr. Graham asked that the record show all current board members present.

II. ACCEPTANCE OF THE AGENDA AND CONSENT

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

III. PUBLIC COMMENTS / CITIZENS INPUT

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.

A. Approval of December 6, 2016 RMA HS Board Meeting Minutes and approval of December 6, 2016 RMA of FL, Inc. Minutes.

1. RMA of FL Governing Board 2016/2017 Meeting Schedule

V. ITEMS REMOVED FROM THE CONSENT AGENDA

No Action was required.

VI. REPORTS TO THE BOARD

A. Campus Reports - Mr. Art Sands, Principal, and Mrs. Manouchka Pierre, Campus Director, RMA Deland, reported to the Board regarding current student enrollment, demographics, staffing, professional development, student performance, instructional program plans, student activities, and facility upkeep at both campuses. Mr. Sands presented the Daytona report and gave an update on student performance and resources as well as activities scheduled through February 2017. Ms. Pierre presented the Deland campus report providing updates on school activities, Senior Activities, and areas of focus regarding test scores and continued tutoring.

- B. In-Field and Out-of-Field RMA Teachers - Mr. Sands reported that there are only 2 teachers that are out of field, Ms. Britany Edmonson from Daytona and Ms. Michelle Stojic from Deland, both are Odyssey teachers.
- C. Facility updates – There were no major RMA issues or repairs at either campus.
- D. Financial Reports - Mr. Paul Augello, President & Co-Founder, BoostEd Finance reviewed the following financial information and documents with the Board.
  - 1. November and December 2016 RMA HS Financials
  - 2. RMA HS Budget 2017  
A forecast will be rolled out as to where we will be at April 2017 Board Meeting. Retain earnings are in the position with approximately \$400,000. Mr. Smith asked if we would be in the positive at the end of the year if we didn't have to use any reserves and we should break even.
  - 3. RMA HS FY 2018 Budget Development
- E. Student Recruitment Update – Mr. Smith and Mr. Sands
  - 1. Mr. Sands and faculty member Mr. Gordon have been making calls and going to neighborhoods and facilities in the area to recruit and encourage attendance.
  - 2. Mr. Smith visited the Halifax Urban Ministries which house the homeless including students. He was able to meet with Donna Dooley, Director of Operations. He also visited Riverview Learning Center and Seabreeze High School. Brochures and business cards were left at each location. He expressed his concerns to Mr. Gary Marks from Volusia County Schools regarding Catapult enrolling 9-12 grade students.

VII. BOARD ACTION ITEMS

- A. The Board moved, seconded, and unanimously approved the Out of Field High School Teaching Staff.
- B. The Board moved, seconded, and unanimously approved the renewal of RMA's lease with The Church of the Nazarene for one year (July 1, 2017 – June 30, 2018).
- C. The Board moved, seconded, and unanimously approved to proceed with the engagement of the independent audit firm, McCrady/Hess, CPA's to conduct the FY 2017 RMA HS Audit.
- D. The Board moved, seconded, and unanimously approved the RMA Policy on Public Participation in School Board Meetings.

VIII. ITEMS FROM THE BOARD, PRESIDENT, OR OTHER RMA OFFICERS FOR DISSUCSSION OR ANNOUNCEMENT

- 1. Dr. Matthew Ainley, edIT Tech Support, Division of Victory Education Partners discussed the 85% savings RMA is receiving for internet service. He discussed the Federal Program that helps us receive the savings by the Free and Reduced Students we have enrolled.
- 2. Mr. Smith made a motion to add Cathy Egley as a Board Member, the Board moved, seconded and unanimously approved.
- 3. Mr. Smith made a motion to move all remaining Board Meetings to begin at 3:00 p.m., the Board moved, seconded and unanimously approved.
- 4. Mr. Smith presented pictures of students that have graduated from RMA that have enlisted in some type of military branch or has been successful since graduation.

5. Mr. Smith suggested that we may need to cut administrative costs for next years' budget.
6. Ms. Egley presented to the Board an invitation for both RMA's – Daytona and Deland to participate in a special event recognizing outstanding students. It is the Daytona Tortugas for Jackie Robinson Weekend – 3<sup>rd</sup> Annual Friday Night Done Right Season Opener baseball game. They will recognize 1 or 2 outstanding students at each school and provide them recognition and dinner during the game.

IX. ANNOUNCEMENTS/ NEXT MEETING

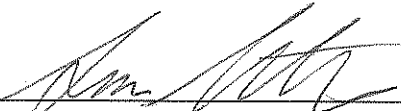
Mr. Graham announced that the next Board meeting is scheduled for 3:00 PM, Tuesday, April 5, 2017 at the RMA Daytona Beach Campus.

X. ADJOURNMENT


Mr. Graham adjourned the meeting at 6:45 PM.

  
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Mr. Edson Graham, Chairman, Board of Directors

4/5/17  
Date

  
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Mr. Sam Smith, Board of Directors

4/5/17  
Date

  
\_\_\_\_\_  
Ms. Ashley Kelly, Board of Directors

4/5/17  
Date