

Richard Milburn Academy of Florida, Inc.

**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, Tuesday, August 9, 2016

**Board Members Present**

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

**Board Members Absent**

Ms. Ashley Kelly

**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 3:00 PM.

Board Members Roll Call – Mr. Smith asked that the record show all current board members present except Ms. Ashley Kelly.

**II. ACCEPTANCE OF THE AGENDA AND CONSENT**

Mr. Art Sands asked to remove Items C. 7. and 8. from the Consent agenda because Richard Milburn Academy had not received the Transportation and Food Services contracts from Volusia County Schools. He also requested the addition to Item C for approval of The Change Consultant's Proposal for Professional Development for the 2016-2017 SY

Mr. Sands also requested the addition of a Consent Agenda item for approval of Out of Field Teachers for 2016-2017 SY.

**III. PUBLIC COMMENTS/CITIZENS INPUT**

1. Mr. Sam Smith reported that he received a thank you card from Mr. Derrick Henry, Mayor of Daytona Beach, for his contribution to his re-election campaign. His support for Richard Milburn Academy will help.
2. Mr. Sam Smith discussed the opening of Hope Place, which offers an emergency shelter for 132 people. It also has 10 apartments for families and space for 32 unaccompanied teenagers. The facility offers a health clinic, cafeteria, laundry room and computers. This provides the Richard Milburn Academy Guidance Director an opportunity to reach out to families and teens who need RMA's educational program and represents an excellent recruitment opportunity.

**IV. APPROVAL OF CONSENT AGENDA ITEMS**

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

- A. Approval of June 7, 2016 RMA HS Board Meeting Minutes
- B. Approval of the RMA SAFETY AND SECURITY MANUAL
- C. Approval of Contracts and Agreements (with the exception of 7. and 8.) to include The Change Consultant's Proposal.
  - 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. The Change Consulting Professional Development Proposal
- D. Approval of Out of Field Teachers

V. ITEMS REMOVED FROM THE CONSENT AGENDA

- 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~~

VI. REPORTS TO THE BOARD

- A. Campus Reports – Mr. Art Sands, Principal 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.  
This is the 1<sup>st</sup> week for teachers and all staff from the Daytona Beach and Deland campuses have been involved in on-going professional development.
- B. Facility updates – RMA Daytona and Deland campuses have been completed painted and the carpet has been cleaned. At the Daytona Beach campus, installation of additional electrical outlets was needed in the back part of the school by the weight lifting and lunch room.
- C. Board Training Update – All Board Members are current on their training. Ms. Ashley Kelly is due September 2016 and Dr. Houston Conley is due November 2016.
- D. Financial Reports – BoostEd Finances, Paul Augello, President & Co-Founder and Loretta Bobb, Director of Accounting Mid-Atlantic shared June 30, 2016 Variance Analysis with the Board, as well as the following items:
  - 1. May and June, 2016 RMA HS Financials
  - 2. July 1, 2015 - June 30, 2016 Unaudited RMA HS Financials

3. RMA HS FY 2016 Audit Update
4. RMA HS Budget Update

VII. BOARD ACTION ITEMS

- A. The Board moved, seconded, and unanimously approved Art Sands to serve as the Principal of RMA HS Charters of Daytona Beach and Deland in Volusia County for the 2016/2017 SY
- B. The Board moved, seconded, and unanimously approved Manouchka Pierre to serve as Campus Director of RMA Deland Campus for the 2016/2017 SY
- C. The Board moved, seconded, and unanimously approved Art Sands as Community Liaison for RMA HS for the 2016/2017 SY
- D. The Board moved, seconded, and unanimously approved the updated 2016/107 RMA Board Meeting Schedule
- E. The Board moved, seconded, and unanimously approved the RMA General Liability, Property, Automobile, Worker's Compensation, Director's/Officer's Employees, and Fidelity Insurance Coverage for the 2016/2017 SY
- F. The Board moved, seconded, and unanimously approved the RMA HS 2016/2017 Capital Outlay Plan

VIII. PUBLIC COMMENT ON NON-AGENDA ITEMS

Mr. Art Sand announced his degree completion.

IX. ANNOUNCEMENTS/NEXT MEETING

Mr. Sam Smith announced that the next Board meeting is scheduled for 3:00 PM, Tuesday, October 11, 2016, RMA Deland.

X. ADJOURNMENT

Mr. Sam Smith adjourned the meeting at 4:00 PM.

  
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Mr. Sam Smith, Chairman of the Board

December 6, 2016  
Date