

Richard Milburn Academy of Florida, Inc.

OFFICIAL MINUTES  
**RICHARD MILBURN ACADEMY OF FL, INC. BOARD OF DIRECTORS MEETING**  
1031 Mason Ave. Daytona Beach, FL 32117  
3:00 PM, Wednesday, April 6, 2017

Board Members Present

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

Board Members Absent

I. CALL TO ORDER

Mr. Edson Graham called the meeting of the Richard Milburn Academy High School to order at 3:00 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

- A. The motion was made to approve the Consent Agenda Items. The motion was seconded and the following items were unanimously approved by the Board.
- B. Approval of February 7, 2017 RMA HS Board Meeting Minutes.
- C. RMA of FL Governing Board made the motion to name Mr. Samuel Smith as Superintendent.

V. ITEMS REMOVED FROM THE CONSENT AGENDA

No Action was required.

VI. REPORTS TO THE BOARD

- A. Campus Reports - Mr. Art Sands, Principal, 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 and the Deland

report and gave an update on student performance and resources as well as activities scheduled through February 2017.

- B. Facility updates – There were no major RMA issues or repairs at either campus.
- C. Financial Reports - Mr. Paul Augello, President & Co-Founder, BoostEd Finance reviewed the following financial information and documents with the Board.
  - 1. January and February RMA HS Financials
  - 2. RMA HS Budget 2017  
A forecast will be rolled out as to where we will be at June 2017 Board Meeting. Retain earnings are in the position with approximately \$80,000. 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
- D. Student Recruitment Update – Mr. Smith and Mr. Sands
  - 1. Mr. Sands and Mr. Smith indicated that Catapult Learning was closing down at the end of this school year. This school has over 250 students enrolled and should help increase enrollment at RMA.
  - 2. Mr. Smith visited Catapult Academy in Daytona and was able to leave flyers and business cards.

#### VII. BOARD ACTION ITEMS

- A. The Board moved, seconded, and unanimously approved the resignation of Donna Eldridge as VP, RMA of FL as of March 31, 2017.
- 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 independent audit firm, McCrady/Hess Audit Engagement Letter for FY
- D. The Board moved, seconded, and unanimously approved the verification of the IRA Form 990 was filed for RMA of FL, Inc.
- E. The Board moved, seconded, and unanimously approved the RMA of FL Governing Board 2016/2017 Meeting Schedule.

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

- 1. Mr. Smith suggested that we may need to cut administrative costs for next years' budget.
- 2. Mr. Smith presented a Daytona Beach News Journal Article regarding the closing of Catapult Learning.

#### IX. ANNOUNCEMENTS/ NEXT MEETING

Mr. Graham announced that the next Board meeting is scheduled for 3:00 PM, Tuesday, June 6, 2017 at the RMA Daytona Beach Campus.

