

OFFICIAL MINUTES
RICHARD MILBURN ACADEMY OF FL, INC. BOARD OF DIRECTORS MEETING
1031 Mason Ave. Daytona Beach, FL 32117
3:00 PM, Tuesday, October 9, 2018

Board Members Present

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

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 August 7, 2018 RMA HS Board Meeting Minutes.

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 that will occur during the first semester of the school year.

FTE will begin September 28, 2018 and will continue through October 12, 2018.

This school year will continue to implement homecoming/spirit week to help recruitment and continue building school spirit & pride.

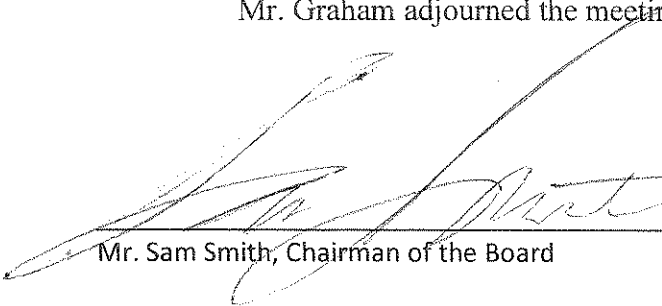
- B. Facility updates – There were no major RMA issues or repairs at either campus.
 - C. Financial Reports – Loretta Bobb reviewed the following financial information and documents with the Board.
 - 1. July and August 2018 RMA HS Financials
 - 2. FY 2017-18 HS Audit Update
 - D. Student Recruitment Update – Mr. Smith and Mr. Sands
 - 1. Mr. Sands and Mr. Smith will continue recruiting throughout the school year by visiting schools, meeting with high school counselors and principals, passing out brochures and business cards.
- VII. BOARD ACTION ITEMS
- A. The Board moved, seconded, and unanimously approved the 2018/2019 Survey 2 Out of Field and ESOL Letters
 - B. The Board moved, seconded, and unanimously approved the 2018/2019 Board Meeting Schedule update
 - C. The Board moved, seconded, and unanimously approved the new Board Member, Nichol Ward
 - D. The Board moved, seconded, and unanimously approved the 2018/2019 SY SIP and PFEP
 - E. The Board moved, seconded, and unanimously approved the RMA HS FY 2018/2019 Budget
 - F. The Board moved, seconded, and unanimously approved the proposed 403b Plan for 2 administrative staff, 1 Principal \$34,000 and 1 Administrative Secretary II \$20,000
- VIII. ITEMS FROM THE BOARD, PRESIDENT, OR OTHER RMA OFFICERS FOR DISSUCSSION OR ANNOUNCEMENT
- 1. Mr. Smith proposed a 403b retirement plan for 2 administrative staff, 1 Principal \$34,000 and 1 Administrative Secretary II \$20,000.
 - 2. Mr. Sands presented a letter from Superintendent Russell regarding Richard Milburn Academy maintaining their grade status.

IX. ANNOUNCEMENTS/ NEXT MEETING

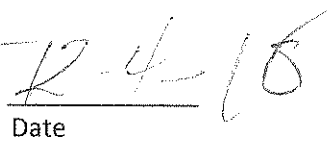
Mr. Graham announced that the next Board meeting is scheduled for 3:00 PM, Tuesday, December 4, 2018 at the RMA Daytona Campus.

X. ADJOURNMENT

Mr. Graham adjourned the meeting at 4:00 PM.



Mr. Sam Smith, Chairman of the Board



Date