

**LEARNING ACADEMY OF SANTA ROSA  
MEETING OF THE BOARD OF DIRECTORS  
MINUTES**

Date: Tuesday, August 15, 2023

Time: 1:00pm

Location: The Learning Academy of Santa Rosa/ Meeting also accessible via Zoom

I. Call to Order, Review of Public Notice, Roll Call

The meeting was called to order by Dr. Perry at 1:00pm. Board members present were: Robin King, Dr. Cheryl Perry and Mr. Lynn. Guests present included: Dr. Bill Rader, Ray Sansom, Dr. Allison Schnell, Kara Griffin, Jessica Yopp, and Elizabeth Daters.

II. Approval of Agenda

Mr. King motioned to approve the Agenda as written. Mr. Lynn seconded. Motion passed.

III. Approval of Minutes

The last meeting's minutes from May 24, 2023 were approved on a motion by Mr. King, seconded by Mr. Lynn. Motion passed.

IV. Public Comments by Pre-Registered guests, if any

No guests were present.

V. Reports

A. Learning Academy Director's Report & Title I Update – Mr. Sansom provided the Director's report and stated that there are 100 students currently enrolled and that open staff positions have been filled. He thanked the management team for their support over the summer as they prepare for the new school year and thanked Ms. Glover for her leadership.

B. Management Report – Mr. Sansom stated that the Director's report included the Management Report.

VI. Discussion & Action Items

Human Resources

A. Learning Academy Personnel Recommendations 2023 2024 – The personnel report for The Learning Academy of Santa Rosa was presented by Ms. Daters. There are 13 current employees. Dr. Perry made a motion to approve the report, Mr. Lynn seconded. Motion passed.

B. Learning Academy Salary Schedule 2023 2024 – Ms. Daters presented the 2023 – 2024 salary schedule. The starting salary for instructional staff is \$47,944.40. Mr.

Lynn made a motion to approve the salary schedule, Mr. King seconded. Motion passed.

#### Financials

- A. 2023 - 2024 Learning Academy Budget – Kara Griffin presented the amended budget and stated that the new projected budget goes from July 1, 2023 through June 30, 2024. The revenue budget is projected to be \$1,127,151.77 and expenses are projected to be at \$1,232,255.52. This is budgeted on 125 FTE and enrollment is projected to be similar to last year. The new budget projects an ending fund balance of \$488,026.23. Dr. Perry made a motion to approve the budget, Mr. Lynn seconded. Motion passed.
- B. Learning Academy Financial Reports – Ms. Griffin presented the financial report and stated that the balance sheet looks good with cash at \$593,129.98 at the end of the 2022-2023 school year. Revenue was 107.7% and expenses were in line at 98.1%. The income and expenditures were in line with the budget. Dr. Perry made a motion to approve the financial report, Mr. Lynn seconded. Motion passed.
- C. Audit Update – Ms. Griffin stated that all financial documents have been submitted to the auditor and we will continue to work closely with them to provide any requested items.

#### General

- A. Board Membership – Dr. Schnell asked the board to keep in mind any potential new board members.
- B. Next Board Meeting - The next board meeting is the annual board meeting in October, and the exact date has not yet been determined.

#### VII. Adjournment

Dr. Perry called the meeting to adjourn at 1:09pm.