

# BRIGHT FUTURES ACADEMY

*The mission of Bright Futures Academy is to provide families with an educational alternative to the currently available academic programs, for students enrolling in grades K-8, in accordance with the highest professional standards and in cooperation with key stakeholders; in an effort to foster individualized education in a safe, nurturing environment that focuses on core academics with an emphasis on international awareness, social tolerance, and environmental conservation while educating the whole child-mind, body and self.*

## Meeting of the Board of Directors April 25, 2017

### Directors

Lawrence "Todd" Larmer (Board Chair) – Present  
Fhelt Brown (Vice-Chair) – Present  
Irma Vicuna (Member & Parent Liaison) – Present  
Shannon Pooser (Non-Voting) – Absent

### Minutes

#### 1. OPENING EXERCISES

- a. Meeting called to order at 6:04pm
- b. A quorum was established
- c. Pledge of Allegiance
- d. Reading of Mission Statement

#### 2. CONSENT AGENDA

- a. **APPROVED:** The Board approved the Board of Directors Meeting Minutes dated February 21, 2017.
- b. **APPROVED:** The Board approved to receive and file the financial statements for the period ending March 31, 2017.

*Motion to approve the consent agenda by Todd Larmer; second by Irma Vicuna*

#### 3. EXECUTIVE REPORT

- a. Plant
  - i. Update from February Meeting – Response Pastor Mike's inquiry
    1. Collette Papa discusses this item; review of draft letter to the landlord “Lease Termination Date / Permission to Sublease”.
    2. **APPROVED:** The Board approved to accept and submit the “Lease Termination Date / Permission to Sublease” letter to Lighthouse Baptist Church, Inc. immediately.  
*Motion to accept by Fhelt Brown; second by Todd Larmer; motion passed unanimously*
  - ii. Discussion regarding the updates etc. that will need to happen for the consolidation of the campuses. This has been addressed in the budget.
    1. Kendall discusses this item; the preliminary budget to make campus improvements is \$100k; this amount is very conservative; an additional \$40k has been included in the budget for laptops; new computers are needed for teachers; an additional \$8-10k for textbooks; \$20k for the playground.
- b. Program
  - i. Update by Principals
    1. Testing update, EduGarden Day was last weekend and was very successful; awarded the Green School of Excellence again this year; will be applying for the Golden Shovel award again this year.
  - ii. Program additions (computers) have been addressed in the budget.
    1. This item was discussed above.
- c. Personnel
  - i. Update regarding staffing for 2017-2018 and benefits.

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1. A few teachers have informed that they will not be returning; began interviewing this week new teachers; Academica came out today to meet with staff and answer questions about benefits.

### d. Financial Report

- i. Reviewed and Discussed: The Board reviewed the Revised 2016-2017 Annual Budget.
  1. Includes \$150,000 grant and a \$200,000 loan (non-interest bearing and to be repaid within 3 years) from Academica.
  2. Ana Martinez states that her office was contacted by the district who was concerned with the finances and declining enrollment; she responded that Academica will be providing the school with the above noted grant and loan. The board is being asked to adopt the budget today, which reflects these items. The Board Chair requests further clarification on how this is reflected on the balance sheets. These amounts will be reflected on the audited financials, as well. The Board Chair states that he received a letter from Palm Beach last week. Ana Martinez states that if the school is not in the financial position to pay back the loan within the 3 years, that arrangements can be made to lengthen the term.
  3. **APPROVED:** The Board approved to adopt the revised 2016-2017 Annual Budget, which includes a \$150,000 grant and a \$200,000 (non-interest bearing / to be repaid within 3 years) from Academica.

*Motion by Fhelt Brown; second by Todd Larmer; motion passed unanimously*

- ii. **APPROVED:** The Board reviewed and approved to adopt the Proposed 2017-2018 Annual Budget.
  1. Includes a \$100,000 loan
  2. Based on 320 students
  3. Net cash flow of \$30k

*Motion by Fhelt Brown; second by Todd Larmer; motion passed unanimously*

- iii. **Reviewed and Discussed:** The Board reviewed and approved the proposals received from the Request for Proposals (RFP) for an independent auditing firm.
  1. Ana Martinez reviews the proposals with the Board; of all the firms submitting, Gravier has the most experience with charter schools; the Board Chair asks if Academica can work with the same firm for different schools; it is explained that each board has to enter into their own individual contracts with its auditor; there is nothing that prohibits boards to work with the same auditor other Academica serviced schools work with.
  2. **APPROVED:** The Board approved the Proposal for Auditing Services from HLP Gravier, LLP.

*Motion to approve by Todd Larmer; second by Fhelt Brown; motion passed unanimously*

### e. Other items by the Board, Staff, or ESSP

- i. Todd questions the financial statements template that is being used; Ana Martinez responds that the template used is the state approved template; he questions what falls under “other liabilities”.

## 4. PUBLIC COMMENT

- a. Henry DiGiacinto – A \$2000 grant from the Magna Charter Educational foundation was given to the school for students who will be singing in Palm Beach children’s choir and Carnegie Hall.
- b. Carol Ancona, garden teacher, asked about Natural Playscape option; Kendall advises that this is being looked into.

## 5. ANNOUNCEMENTS & NOTIFICATIONS

- a. End of Year Celebration to be held Saturday, June 3<sup>rd</sup>
- b. National Charter School Conference June 11<sup>th</sup>-14<sup>th</sup> in Washington, D.C.  
(<http://www.publiccharters.org/involved/national-charter-schools-conference/>)

## 6. MEETING ADJOURNED

*Motion to adjourn by Fhelt Brown; second by Todd Larmer; motion passed unanimously at 6:55 pm*

## **BRIGHT FUTURES ACADEMY**

\*The minutes were adopted by the Board of Directors at a meeting held on June 29, 2017.