



**Charter Academy Board Meeting
September 19, 2023
Dona and Milton Usry Board Room
Minutes**

Present: Chair Dr. Troy Tippett, Mrs. Marjorie Moore, Dr. Ed Meadows, and staff
Absent: Ms. Patrick Dawson

1. Call to Order

Dr. Tippett called the meeting to order at 12:00 p.m.

2. Approval of the Agenda

Dr. Tippett called for a motion to approve the agenda. Mrs. Moore moved for approval, and Dr. Tippett seconded the motion, which passed unanimously.

3. Call for Public Comments

President Meadows shared that one of our Charter Academy students is 5th in the nation on the balance beam.

West Florida Hospital offered a partnership to allow students access for shadowing.

The opening of the Career and Technical Education Charter School is planned for next year.

4. Consent Agenda – Approved

Mrs. Moore moved to approve the Consent Agenda. Dr. Tippett seconded, and the motion passed.

A. Approval of Minutes – June 12, 2023

B. Charter Academy Financials as of July 31, 2023

5. Action Items

Ms. Kovacs presented the Charter Academy Budget and discussed the Financial Audit Fiscal Year 2023 at the Board Workshop that preceded the Charter Academy Board meeting. Dr. Tippett asked if Trustees had any other questions about the budget before voting for approval. There being none, Mrs. Moore moved for approval, Dr. Tippett seconded, and the motion passed.

6. Principal's Report

Dr. McCabe gave an update on the Charter Academy that included the following:

- The 2023 - 2024 Charter Academy Academic Calendar was shared.
- An update on the Charter Academy graduates from last school year was provided.
- The student demographic for the Fall 2023 semester was shared.
- The Charter Academy is continuing to use various promotional strategies, such as Bring Your Friend to the Academy on September 28, 2023.
- The Academy is in full compliance with all submitted quarterly reports to the Escambia County School District.
- Updates on student safety measures in place for the upcoming year were announced.
- The Charter Academy will attend the Escambia County School District School Choice Expo on November 2, 2023.
- Multi-Tier Systems of Support and grade check meetings are being scheduled once a month; in addition, students are encouraged to utilize Pensacola State College resources to ensure they are staying on track for graduation.
- Activities, such as weekly study groups and the creation of extracurricular clubs, are being implemented.
- To comply with safety requirements, all students have received a Charter Academy Identification Card that allows exclusive access to the Charter Academy area. Visitors are required to register/sign in using their driver's license utilizing the Raptor system.
- The hiring of a high school guidance counselor is in progress.

- Dr. McCabe and Dean Sluder are working on identifying Associate in Science degrees that Charter Academy students may consider for next fall.
- The Administrative Coordinator, hired August, 2023, Katja Lunsford, was introduced.

There being no further business, the meeting was adjourned at 12:07 p.m.

Approved:

Katja Lunsford, Recording

Date: 01/16/2024



Troy Tippet
Chair, Charter Academy Board



Edward Meadows
President, Pensacola State College