

Palm Bay Education Group, Inc.  
Palm Bay Prep Academy  
Palm Bay Elementary School  
Central High School  
Organizational Board Meeting (11:00 am) &  
Board Workshop (immediately following meeting)  
1104 Balboa Avenue, Panama City Florida  
July 20, 2018  
11:00 AM  
*Minutes*

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*Call to Order: 11:40 am Attendance: Mrs. Bryant-Reeves, Mrs. Bunce, Mr. Danzey, Mr. Thornton Absent: Mrs. Adcock*

**I. APPROVAL OF AGENDA**

*Motion to approve as presented: Danzey; 2<sup>nd</sup>: Bunce Unanimously approved*

**II. Reappoint Sue Bunce to Palm Bay Education Group, Inc. Board**

*Motion to reappoint Mrs. Bunce to the board: Danzey; 2<sup>nd</sup>: Bryant-Reeves Unanimously approved.*

**III. Nomination and Selection of Board Chair, Vice-Chair and Secretary/Treasurer for 2018-2019**

*Motion to keep same positions as 17-18 (Danzey – Chair, Bunce – Vice-Chair, Adcock-Secretary/Treasurer): Danzey; 2<sup>nd</sup>: Thornton Unanimously approved.*

**IV. APPROVAL OF MINUTES: Board Meeting, June 14, 2018 and Special Board Meeting, July 12, 2018**

*Motion to approve: Bunce; 2<sup>nd</sup>: Bryant-Reeves Unanimously approved.*

**V. HEARING FROM THE PUBLIC**

*None*

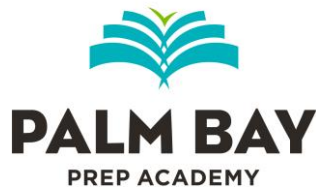
**VI. CONSENT AGENDA**

**A. Schools Operations Update**

1. Year -End Financial reports

*Motion to approve financials: Bryant-Reeves; 2<sup>nd</sup>: Bunce Unanimously approved.*

2. Palm Bay Prep – Principal's Report
  - a. Enrollment Update
  - b. Staffing Update
  - c. School Grade Update
3. Central High School – Principal's Report
  - a. Enrollment Update
  - b. Staffing Update
  - c. School Improvement Rating Update



4. Palm Bay Elementary School
  - a. Enrollment Update
  - b. Staffing Update
  - c. School Grade Update
  - d. Loan for \$75,000 from CHS required
5. Food Service Update.
6. Facilities Update
7. Mental Health Plan – Guidance Services

*All items reviewed and discussed.*

## **VII. ACTION ITEMS**

### **A. Select Meeting Dates and Times for 2018-2019**

*Motion to approve the following board meeting dates and times for the 2018-2019 school year: Bryant-Reeves; 2<sup>nd</sup>: Bunce Unanimously approved.*

*Thursday, August 23, 2018 at 5:00 pm*

*Thursday, September 20, 2018 at 5:00 pm*

*Thursday, October 25, 2018 at 5:00 pm*

*Thursday, November 15, 2018 at 5:00 pm*

*Thursday, December 20, 2018 at 5:00 pm*

*Thursday, January 17, 2019 at 5:00 pm*

*Thursday, February 21, 2019 at 5:00 pm*

*Thursday, March 28, 2019 at 5:00 pm*

*Thursday, April 18, 2019 at 5:00 pm*

*Thursday, May 16, 2019 at 5:00 pm*

*Thursday, June 20, 2019 at 5:00 pm*

### **B. Budgets 2018-1019**

**a. Palm Bay Prep Academy**

**b. Palm Bay Elementary School**

**c. Central High School**

*Motion to approve all three schools' budgets for 18-19: Bunce; 2<sup>nd</sup>: Thornton Unanimously approved.*

### **C. Organization Chart with Approved Positions 18-19**

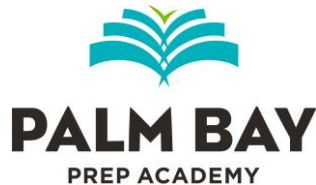
*Motion to approve: Thornton; 2<sup>nd</sup>: Bryant-Reeves Unanimously approved.*

### **D. Letter of Credit from Centennial Bank for Gulf Power**

*Motion to approve: Bunce; 2<sup>nd</sup>: Thornton Unanimously approved.*

### **E. Renewal of Line of Credit with Centennial Bank (\$170,000)**

*Motion to renew line of credit with Centennial Bank: Bunce; 2<sup>nd</sup>: Bryant-Reeves Unanimously approved.*



#### **F. Voluntary Pre-K Contract**

*Motion to approve VPK Contract: Thornton; 2<sup>nd</sup>: Bryant-Reeves Unanimously approved.*

#### **G. Safety/School Risk Assessments**

- a. Palm Bay Prep Academy**
- b. Palm Bay Elementary**
- c. Central High School**

*Motion to approve all three schools' Safety Risk Assessments: Bunce; 2<sup>nd</sup>: Thornton Unanimously approved.*

#### **H. School Safety Plans**

- a. Palm Bay Prep Academy and Palm Bay Elementary**
- b. Central High School**

*Motion to approve all three schools' Safety Plans for 18-19: Bunce; 2<sup>nd</sup>: Thornton Unanimously approved.*

#### **I. School Resource Officer**

- a. Palm Bay Prep Academy and Palm Bay Elementary**

*Motion to approve SRO contract for Palm Bay Prep and Elementary and authorize Executive Director and Counsel to negotiate language regarding SRO absences: Bunce; 2<sup>nd</sup>: Thornton Unanimously approved.*

- b. Central High School**

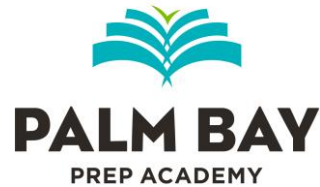
*Motion to approve SRO contract for Central High School and authorize Executive Director and Counsel to negotiate language regarding SRO absences: Bryant-Reeves; 2<sup>nd</sup>: Thornton Unanimously approved.*

### **VIII. INFORMATION ITEMS**

- **Central High Teachers Return – Tues. July 31**
- **Palm Bay Teachers Return – Mon. July 30**
- **Central High – 1<sup>st</sup> day of school – Tues. August 14**
- **Palm Bay Orientation Activities– Tues. August 14**
- **Palm Bay – 1<sup>st</sup> day of school –Wed. August 15**

### **IX. GOOD OF THE ORDER**

- **Florida Charter School Conference – October 16 – 18**
- **August Meeting – Employee Handbook, Parent/Student Handbooks, Bylaws**



X. **Meeting Adjournment** - 1:57 pm

**Board Workshop Agenda**

*Call to order: 2:16 pm*

**I. School Financial Services Presentation – Budgets, Financial Statements, Accounting, Accounts Payable, Payroll**

**II. Board Member Responsibilities & Bylaws Review– John Hearn  
-Sunshine Law, Ethics**

**III. Marjory Stoneman Douglas Safety Act – John Hearn**

**IV. Questions, Concerns, Other Topics**

*All items discussed*

*Adjournment – 4:14 pm.*