

Meeting Minutes

Subject	Belton Preparatory Academy Board of Directors	Date	June 17, 2024
Facilitator	Candace Whitfield	Time	6:00 p.m.
Location	BPA Conference Room (Upper level)	Scribe	Amanda Dyar Moss
Attendees	Zach MacInnis, Amanda Dyar Moss, Candace Whitfield, Rachel Sibilio, Mel Hahn		
Public Attendees	Neth Nettles		

Key Points Discussed		
No.	Topic	Highlights
1.	Call to Order	Meeting called to order at 6:04 p.m.
2.	Invocation	Invocation led by Zack MacInnis
3.	Pledge of Allegiance	All members and guests recited the Pledge of Allegiance
4.	Freedom of Information Act Compliance	In compliance with FOIA, the agenda was posted on the website Friday, June 14, 2024. It was also posted at the elementary school (Second Baptist) on Friday, June 14, 24.
5.	Public Comment	No Public comment was submitted
6.	Induction of New Board Member	Melanie Hahn inducted to the board.
7.	Approval of Agenda	<p>Motion to amend the agenda to include adding to Executive Session under contractual matters discussion regarding Second Baptist by Zack MacInnis, 2nd by Amanda Dyar Moss. All in favor; Motion carries.</p> <p>Motion to amend the agenda to add to Executive session underneath personnel matters Faculty A by Rachel Sibilio, 2nd by Amanda Dyar Moss. All in favor; Motion carries.</p> <p>Motion to approve the agenda as amended by Amanda Dyar Moss, 2nd Candace Whitfield. All in favor; Motion carries</p>
8.	Approval of May 20, 2024, Minutes (Action)	Motion to approve the minutes by Zack MacInnis 2 nd by Candace Whitfield. All in favor; Motion carries.
9.	Approval of May 21, 2024, Minutes (Action)	Motion to approve the minutes by Candace Whitfield 2 nd by Amanda Dyar Moss. All in favor; Motion carries.

Key Points Discussed		
No.	Topic	Highlights
10.	<p>Executive Session</p> <ul style="list-style-type: none"> • Contractual Matters <ul style="list-style-type: none"> o Internet Provider • Legal Advice <ul style="list-style-type: none"> o Threatened Legal Claims o Procurement Policy o Employee Handbook o Board Bylaws o FOIA Requests • Personnel Matters <ul style="list-style-type: none"> o 2024/2025 Faculty/Staff Positions o Principal Candidate Contract Negotiations 	<p>Motion to move into Executive Session by Zack MacInnis 2nd by Candace Whitfield. All in favor; Motion carries.</p>
		<p>Motion to move out of Executive Session by Zack MacInnis 2nd by Amanda Dyar Moss. All in favor; Motion carries.</p>
11.	<p>Possible action item(s) from the Executive Session</p>	<p>Motion to eliminate the Dean of students position for the upcoming school year 2024-2025 by Amanda Dyar Moss 2nd by Candace Whitfield. All in favor; Motion carries.</p> <p>Motion to approve the procurement policy as discussed during executive session for the upcoming 2024-2025 school year by Amanda Dyar Moss 2nd by Rachel Sibilio. All in favor; Motion carries.</p>
12.	<p>Review of Financials (Rachel Sibilio)</p>	<p>Payments reviewed. Balance reviewed for ending June 16th. Bond payments reviewed-will drop down in August, then back up in 1 year's time. The divvy card will be utilized for expenses for upcoming conference for faculty member for a portion, remaining portion will be reimbursed via check. Payments to Coeptis are up to date for May, June will be coming out soon (which is the final payment).</p> <p>Payroll will continue with Insperity. May consider seeking out alternates for the following year.</p> <p>Regarding back payment on taxes for 990s not filed, several letters have been sent. We are awaiting a response as of Tuesday of last week.</p> <p>Final June balance should be adequate to satisfy the bond.</p>

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No.	Topic	Highlights
13.	2024-2025 Budget First Reading	<p>The budget is being based on 450 student enrollment. Enrollment is at 467 to give us padding in the budget with expectation that not all students may show up on the first day. Will be seeking an accounting firm to manage finances, and this is not included in this budget read. The current cleaning services company comes a portion of the day, every day and after school hours.</p> <p>Will plan a called meeting for the 2nd read of the budget.</p>
14.	Principal's Report and Updates to the Board (Alan Barr) <ul style="list-style-type: none"> Enrollment Update 	<p>Enrollment updates received via email and reviewed. End of year enrollment for 23-24 was 291. Projected enrollment is 467 for 24-25 school year. With wait list for all grades except 3rd grade.</p> <p>149 Desks have been ordered per Alan Barr. 468 kidney tables. 20 cafetorium tables have been ordered.</p>
15.	Building Updates (Angie King)	All furniture is ordered and to be delivered. Haskell says DOT says we are still on time for the turning lanes. Haskell has asked for OSF to come on July 15 th for inspection. Most recent report from Haskell says to be completed by the end of July.
16.	Miscellaneous/Other from the Board	<p>Tour dates for the upcoming building are June 25th from 11:30 to 12 for the board/principal and July 2nd for faculty and staff from 11-11:30. Hard hats are required.</p> <p>Follow up on internet services at next called meeting.</p>
	Next Meeting	The next meeting will be held Monday, June 24 th , 2024, in BPA conference room at 6 p.m.
		Motion to adjourn at 10:18 p.m. by Candace Whitfield; 2 nd by Amanda Dyar Moss. All in favor; Motion carries.

Action Plan			
No.	Action Item(s)	Owner	Target Date
1.			
2.			
3.			
4.			
5.			

Board Member Signatures

No.	Name	Signature
1.		
2.		
3.		
4.		
5.		