



Jacqueline Harris Preparatory Academy

"It's a Family Affair"

Enter to Learn
Depart to Serve

8190 Pensacola Blvd. • Pensacola, FL 32534 • (850)432-2273 • Fax (850)475-2260
www.jhpademy.org

Celestine Lewis
Executive Director

**A MEETING OF THE BOARD OF TRUSTEES
AND
THE SCHOOL ADVISORY COUNCIL
NEW ROAD TO LEARNING dba.
JACQUELINE HARRIS PREPARATORY ACADEMY
THURSDAY ~ MARCH 3, 2022 ~ 12 NOON**

Board of Directors

David Alexander
Chairperson

E.J. Hudson
Member

Cindy Andrews
Member

MINUTES

- I. The meeting was called to order at 12 Noon by Board Chairperson David Alexander.
- II. Members present were; David Alexander, Mr. E. J. Hudson and Mrs. Cindy Bess. Also present was Mrs. Lewis, Mrs. Dixon and Mr. Dan Spata
- III. The minutes of the last meeting (December 2, 2021) were read, approved and accepted. Motion offered to accept minutes by Mr. David Alexander, second by Mrs. Cindy Bess, and carried out by Mr. David Alexander.
- IV. Informational Items: School Overview
 - Student Enrollment 207
 - Upcoming Events – Mrs. Dixon
 - a. Dr. Seuss 3/10/22
 - b. Social Media/Students ~ Mandatory Meeting with 5th Grade Parents 3/3/22
 - c. Spring Break 3/14/22-3/18/22
 - d. FSA Ready Tutoring 3/21/22-4/1/22 (Kg-2nd remediation Math & Reading)
 - e. Student Recognition 3/31/22
- V. COGNIA Review - Mrs. Dixon
 - Overall report was Fair/Good waiting on final decision.
- VI. Financial Report (Mr. Spata)
 - Mr. Dan discussed our financial status as of March 2022. We are in good standing and on point with our budget for the 2021-2022 SY. Motion to accept the final budget was offered by Mr. David Alexander, 2nd by Cindy Bess.



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JACQUELINE HARRIS PREPARATORY ACADEMY
THURSDAY ~ JUNE 2, 2022 ~ 12 NOON**

MINUTES

- I. The meeting was called to order at 12 Noon by Board Chairperson David Alexander.
- II. Members present were; David Alexander, Mr. E. J. Hudson and Mrs. Cindy Bess. Also present was Mrs. Lewis, Mrs. Dixon and Mr. Dan Spata
- III. The minutes of the last meeting (March 3, 2022) were read, approved and accepted. Motion offered to accept minutes by Mr. David Alexander, second by Mrs. Cindy Bess, and carried out by Mr. David Alexander.
- IV. Informational Items: School Overview ~ Mrs. Dixon
 - Student Enrollment 199
 - Upcoming Events
June 1st ~ Summer School
- V. COGNIA Review - Mrs. Dixon
 - We received our accreditation. We are accredited for 5 years.
 - District Technology Audit May 9, 2022 ~ All equipment was account for.
- VI. Financial Report (Mr. Spata)
 - Mr. Dan discussed our financial status as of June 2022. We finished the year within the budget set for 2021-2022 SY.
 - Mr. Dan presented the Proposed Budget for July 21, 2022 – June 30, 2023 SY based on 215 student enrollment. Motion to accept the 2022-2023 Proposed Budget was offered by Mrs. Cindy Bess, 2nd by Mr. Hudson.
 - Mr. Dan discussed using James Moore Tax Accounting for our Annual Audit. Motion offered by Mrs. Cindy Bess and 2nd by Mr. Hudson. Motion was carried out by Mr. Alexander to use James Moore Tax Accounting for our 2021-2022 Annual Audit
 - Mrs. Lewis and Mr. Dan proposed pursuing the purchase of MFV Building. We are in need of additional space for student activities and parent meetings. The bank has come out and toured the building. Motion was offered by Mr. Hudson and 2nd by Mrs. Bess. Motion carried out by Mr. Alexander to move forward in pursuing the purchase of MVF Building.



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THURSDAY ~ SEPTEMBER 1, 2022 ~ 12 NOON**

MINUTES

Board of Directors

David Alexander
Chairperson

E.J. Hudson
Member

Cindy Andrews
Member

- I. The meeting was called to order at 12 Noon by Board Chairperson David Alexander.
- II. Members present were; David Alexander, Mr. E. J. Hudson and Mrs. Cindy Bess. Also present was Mrs. Lewis, Mrs. Dixon and Mr. Dan Spata
- III. The minutes of the last meeting (June 2, 2022) were read, Approved, and Accepted. A Motion was offered to accept minutes by Mr. E. J. Hudson, second by Mrs. Cindy Bess, and carried out by Mr. David Alexander.
- IV. Informational Items: School Overview ~ Mrs. Dixon
 - Student Enrollment 201
 - Teachers and Staff all have a very positive and engaging with students. Orientation was very successful. 2022-2023 School Year is off to a very positive start.
 - Open House ~ September 13, 2022 ~ 5:30 p.m.
 - Process Monitoring is in place this year replacing Standardize Test
 - Teacher Aides are working well with the teacher for additional support for students.
 - We have found housing situations is affecting student enrollment.
 - **Mrs. Dixon presented 2022-2023 Teacher Status**
 - Long Term Substitute Teachers (OOF)
 - Keri Brye
 - Wanda Simmons
 - Bertha Osorio-Torres
 - Tabatha Fields
 - Esol (OOF)
 - Mamie Curry
 - Michael Owens
 - Bonnie Edwards
 - Frank Yost
 - Cynthia Louis



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THURSDAY ~ DECEMBER 1, 2022 ~ 12 NOON**

Board of Directors

David Alexander
Chairperson

E.J. Hudson
Member

Cindy Andrews
Member

MINUTES

- I. The meeting was called to order at 12 Noon by Board Chairperson David Alexander.
- II. Members present were; David Alexander, Mrs. Cindy Bess. Also present was Mrs. Lewis, Mrs. Dixon and Mr. Dan Spata
- III. The minutes of the last meeting (September 1, 2022) were read, Approved, and Accepted. A Motion was offered to accept minutes by Mr. David Alexander, second by Mrs. Cindy Bess, and carried out by Mr. David Alexander.
- IV. Informational Items: School Overview ~ Mrs. Dixon
 - Student Enrollment 202
 - Great First 9 weeks.
 - Third, Fourth, and Fifth Grade Students are excited to go on field trip to the Planetarium.
- V. **Annual Charter School Conference Report ~ Mrs. Dixon**
 - Great Conference
 - Progress monitoring replacing FSA/3rd Grade ELA yearly testing.
 - School Grade may not be available until Dec.
 - I-Ready & Star 3rd Grade Retention Report use to pull out students needing extra help.
 - State Board of Ed Conference discussed with Superintendent Tim Smith the status of Warrington Middle School and O.J. Semmes Elem.
 - Sat in on ESSER Grant Funding meeting. No limits on amount to pay staff. Bonus can be used to retain Staff.
- VI. **Financial Report (Mr. Spata)**
 - Financially we are doing great. We have had additional expenses and we are still waiting on the recalculation of our FTE Funds.
 - Mr. Spata has research retirement options for teachers and staff thru the FSR. Mr. Spata estimate this will cost the school \$40,000-\$80,000 yearly. Mr. Spata has completed the application from FSR.



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THURSDAY ~ MARCH 2, 2023 ~ 12 NOON**

Board of Directors

David Alexander
Chairperson

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Member

Cindy Andrews
Member

MINUTES

- I. The meeting was called to order at 12 Noon by Board Chairperson David Alexander.
- II. Members present were; Chairman David Alexander, Mr. E. J. Hudson and Mrs. Cindy Bess. Also present was Mrs. Lewis, and Mr. Dan Spata
- III. The minutes of the last meeting (December 1, 2022) were read, Approved, and Accepted. A Motion was offered to accept minutes by Chairman David Alexander, seconded by Mr. Hudson, and carried out by Chairman David Alexander.
- IV. Informational Items: School Overview ~ Mrs. Lewis
 - Student Enrollment 200
 - The staff did an awesome job preparing students for our Black History Program. It was well attended and the students were great. Chairman David Alexander and Cindy Bess attended the program and commended the school on a great program and also how well attendance it was of parents and the community.
- V. **Financial Reports (Mr. Spata)**
 - Financially we are doing great however, our enrollment count is lower. The financial reports do not show the \$15,251.00 drop in FTE Funds starting March 1st.
 - We have applied for the Employee Retention Credit for \$170,000 and we are waiting on a decision. We are still waiting on information from FSR for our employees. Motion was offered to accept the Financial Reports. Motion offered by Chairman David Alexander, seconded by Mr. Hudson and carried out by Chairman David Alexander.
- VI. **Discussion Items ~ Mrs. Lewis**
 - Mrs. Lewis met with Superintendent Smith, Dr. Avant and Mr. Rodney Jones on an idea of a pilot program with a strong mental health piece. This program would not be a part of our charter.
- VII. Chairman Alexander stated he is pleased with where the school is and want the school to continue to expand on what is already in place. Mrs. Dixon, Mrs. Lewis along with the staff are doing an amazing job.
- VIII. **Next meeting dates** ~ Tentatively scheduled for 12 Noon
 - Thursday, June 1, 2023
- IX. **The meeting was adjourned.**