



**AMIKIDS MARITIME ACADEMY
MEETING OF THE BOARD OF DIRECTORS
OCTOBER 17, 2024 @ 6:00 PM**

200 E BEACH DR PANAMA CITY FL 32401

A regular meeting of the Governing Board of AMIkids Maritime Academy was held on October 17, 2024, at 6:00 pm at 200 E Beach Dr Panama City FL 32401.

Opening Session

The meeting was called to order at 6:00 pm by O. B. Stander, Board Chair.

Attendance for the meeting:

Board Members Present – O. B. Stander (in-person), Dr. Janine Caffrey (via TEAMS), and Jim Looker (via TEAMS)

AMIkids Staff Present – Issac Williams, Dr. Sabrina Richards-Battiste, Carolyn McBean, Devon Simons, Maria Porto-Duarte, and Jaime Dahlin

Parent Liaison- Michelle Sain (present)

Jesse Rigby also attended virtually.

Ms. McBean confirmed that the notice of the meeting was posted on the website, social media, and at the school on October 10th, 2024.

Jim Looker made a motion to accept the agenda as presented. The motion was seconded by Dr. Caffrey. Motion carried 3-0.

Dr. Caffrey made a motion to approve the minutes from the August 1st, 2024, board meeting as presented. Motion was seconded by Mr. Looker. Motion carried 3-0.

School Progress Report

Abigail S. gave a student presentation on the student life and learning environment at AMIkids Maritime Academy. The board thanked the student and expressed how impressed they were with her achievements.

Ms. McBean provided an update on grants. We have received \$15,000 in-kind gifts from

First Tech Challenge for robotics, and have written a \$5,000 grant from Truist Bank to assist with experiential learning experiences.

Ms. McBean also gave an update on progress monitoring. FAST PM1 results showed that 47% of students are a level 1, and 24% of students are a level 2 reader. Dr. Caffrey discussed an intervention program, Discovery Education, that is designed to help low-level readers and their learning gaps.

Ms. McBean discussed current enrollment numbers (26 students) and recruiting strategies for the upcoming school year. She also discussed staffing, currently, all positions are filled except for math. The school is currently using FLVS learning lab for the math courses. Dr. Caffrey asked about the structure of the FLVS courses. Ms. McBean explained that the FLVS teacher is the teacher of record. Students are in a classroom with another subject area teacher during lab time, and there is a tutor that comes in several hours a week to help students with their math.

Ms. McBean presented the financial report. Mr. Stander asked Mr. Looker, as Treasurer, to present the financial reports at future meetings, after reviewing the finances with Ms. McBean. Mr. Looker stated that the budget needs to be adjusted to current enrollment numbers, not the 75 students it was based on.

Mr. Stander would like Dr. Caffrey to work with Ms. McBean on strategies to help with student learning needs to raise test scores and help fill learning gaps.

Mr. Stander stated that he was impressed with the SRO Officer Wargo. Officer Wargo's dive background is an asset and he has quickly become part of the AMIkids family.

Dr. Battiste stated that the Department of Education would have an update by the end of October as to the school's eligibility for the Charter Schools Program (CSP) grant.

Board Discussion/Action Items

a) Financial Audit

Mr. Looker and Ms. Porto Duarte reviewed the audit and reported that it was a clean audit. There were no major findings. Mr. Looker made a motion to accept the audit as presented. The motion was seconded by Dr. Caffrey. Motion carried 3-0 and the report will be submitted to Bay District Schools.

b) Salary Increase Allocation Plan

Mr. Simons reported that the salary allocation report was based on the 90 students that were enrolled last year. The majority of the funds go towards the maintenance of current

salaries. There are also funds for the growth of staff salaries. Once the plan is adjusted for the current enrollment the maintenance and growth funds can be reassessed. Any amount not used for maintenance and growth of salaries has to be returned to the state. Dr. Caffrey asked what the latest date was for growth funds to be provided to team members. Could we possibly wait until the February FTE count and readjust the plan and figures then?

Dr. Battiste states the plan is due to the state by the end of the month. An updated plan can be given with an explanation to the Department of Education and Bay District Schools after that date. Mr. Stander asked when raises would go into effect. Dr. Battiste stated that the Department of Education has not provided clarification of effect dates for raises. The plan is due by the end of this month and there is an end-of-the-year report as to how we used the funds.

Dr. Caffrey made a motion to adjust the plan based on the current number of students enrolled and make any adjustments based on the February FTE if needed. Motion was seconded by Mr. Looker. Motion carried 3-0.

c) School-Based Threat Management Team

Ms. McBean reported that the team has been identified and is fully trained by Bay District Schools. There is a monthly safety tool the team uses to identify and address possible issues. The team meets monthly. This was a discussion item, not requiring a vote.

d) Curriculum Standards Review

Ms. McBean reported on the scope and sequence of each course and the alignment of standards. This document will be for the duration of the school year and will look ahead at least a quarter. Dr. Caffrey will set up regular meetings with Ms. McBean to review the documentation and add interventions as needed. This was a discussion item, not requiring a vote.

e) Make-Up Days

Ms. McBean reported that after discussion and review of the weekly minutes, there was only one school day to make up for the storm. There was an additional school day built into the calendar for the fall semester already.

Dr. Caffrey felt the calendar fell 4 minutes short on seat time per class and wanted to make sure that we were above the required 135 hours. Dr. Battiste stated that block scheduling requires 120 hours of seat time per class. Dr. Battiste will confirm this in the state statutes. Dr. Caffrey wants an adjusted calendar that shows the number of days per month and semester to make sure the requirement is met. Going forward the board would like the statute at the bottom of the calendar that clarifies

the required seat time for each class. This was a discussion item, not requiring a vote.

f) Out-of-Field Teachers

Ms. McBean presented two out-of-field teachers to the Board for approval. Mr. Frender teaches Robotics. He is currently enrolled in college classes for a degree in this field. He has had several robotics training courses and is the current club sponsor. Ms. McClain is scheduled to teach Journalism and Yearbook in the spring semester. She has a background in English/ Language Arts. Dr. Caffrey made the motion to approve both teachers to teach out of field. Motion was seconded by Mr. Looker. Motion passed 3-0.

g) Maritime Lease

Mr. Stander presented the lease with PCMI Properties. It is a standard one-year term with the option to renew. There will be a shared use agreement addendum for the dock, ropes course, boats, grounds out back, etc.

Mr. Looker made a motion to approve the lease as written. The motion was seconded by Dr. Caffrey. Motion carried 3-0.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:58 pm.

Respectfully Submitted
Jaime Dahlin