

Board of Directors Minutes  
November 18, 2015

Meeting was called to order by Martha Wolf at 5:00pm.

Roll Call: See attached.

Minutes

The minutes from October 14th meeting were read and amended to include the approval of out of field teachers, and then unanimously approved.

Board Report

Mrs. Wolf made a formal request that for all legal and official purposes, she must be addressed as Martha Wolf, this being her legal name. She also advised the board members that she will be approaching Dr. Joe Gurri for the PBA board of directors position and if possible invite him to the January 20<sup>th</sup> meeting. Mrs. Wolf expressed her desire to pursue qualified personnel from the community in order to develop a healthy board.

CEO's Report

Palm Bay Academy has faced numerous staffing challenges in the 2015-2016 academic year. In an effort to attract qualified and experienced candidates, PBA administration is targeting different resources. All openings were posted on TeacherToTeacher.com, Zip Recruiter and the District website. The administration has also contacted the placement offices of UF, UCF, USF and FIT.

All PBA staff was awarded a 3% raise for the 2015-2016 year. However, the raises for the teachers were categorized a little differently. Teachers with more than 5 years of employment were awarded a 4% raise, less than 5 years 3% raise, and all new hires a 1% raise.

Palm Bay Academy administrators realized that appropriate modifications were needed to the existing teacher contract to avoid any breach during the school year. Shawn Arnold, PBA's legal counsel, suggested a change in the contract to include a clause stating once the school year starts, the teacher may not leave for another position within 35 miles of the school as a safeguard.

Grants Update

The board decided to look for fundraising consultants and develop a list of grants. Any new grant writers before their hire must show that they are certified grant writers and are registered with Grant Writers Association. Mrs. Wolf recommended that the existing Grant Writing contract with Ms. Browne be terminated, pending PBA's legal counsel's advice. Allison Cunningham seconded the motion and the motion passed unanimously.

Bond Update

The process of bond restructuring continues thru Florida Development Corporation. Jay Sakalo and Tom Flavin are working with the bond holders along with the trustee Steven Rivero.

Meeting adjourned at 6:00pm. Next meeting was scheduled for January 20<sup>th</sup>, 2016.

Martha Wolf  
President

February 22, 2016  
Date

Allison F. Cunningham  
Secretary

Feb 22, 2016  
Date

Submitted by Ms. Madhu Longani

Approved by President of the Board

Martha Wolf  
Signature