



MICANOPY ACADEMY

Growing Minds, Hearts & Futures

708 NW 5th Street
Micanopy, FL 32667
352-466-1090

www.micanopyacademy.com

Sep 10, 2024

Time: 5:30pm

Place: Micanopy Academy Lunchroom

AGENDA

1. Call to Order/Establish Quorum
2. Consent Agenda
3. Public Comment on Agenda Items - 3 minute limit for speakers
4. Business/Finance
 - a. Receive Reports
5. Reports to the Board
 - a. District Mental Health Policy Adoption
 - b. Bylaws Amendment
 - c. Annual Meeting Election
 - d. New Board Member Application Review
 - e. Policy and Procedures Part 2 Update
 - f. Handbook Review
 - g. Previous Business
 - h. Public Records Request
6. Principal's Report
 - a. Florida Charter School Conference November 19-21: Early registration fee of \$280 until November 1
7. Board Business
 - a. President Report
 - b. Proposed Date for the next Board Meeting
8. Remarks from Board Members on Non-Agenda Items
9. Adjournment

MA BOD Notes 9.10.24

Micanopy Academy Board of Directors Meeting - Annual Meeting, Sept 10, 2024

Attendees: Board: Frank Williams - Interim President, Ed Rick - Secretary, Nancy Brown - Interim Treasurer and Mr Powell - Principal

1. Called to order 5:30 pm, established quorum

Frank Williams - Read letter from Bishop Stokes resignation from the Board - motion made by Frank Williams to accept resignation and accepted 3-0. Board thanks Mr. Stokes for his contribution and time and wish him well.

2. Consent agenda

3. Public comments:

Pubic records request - from Mrs Smith. Have not yet received requested documents nor explanation as to the delay. Inquiry was not responded to by Board.

4. Business/Finance

a. Reports - Nancy Brown - Financial Reports will be available next meeting due to change in Board members and lack of access. No questions from Board or Mr. Powell re bank statement provided to the Board. Banking access will require in-person appointment with the bank to transfer access.

5. Reports to the Board

a. District will provide mental heath counselor 1x week for student assistance. Compliance with District policy. Motion . Passed 3-0 yes

b. Bylaws - Frank Williams - amending bylaws to remove/edit meeting announcement verbiage - section 4.7 Notice. Will edit and repost. Motion made to edit. Vote passed 3-0

c. Annual Meeting election

Frank Williams elected President - nominated by Nancy Brown, seconded by Ed Rick, vote passed 2-0

Nancy Brown elected Treasurer - nominated by Frank Williams, seconded by Ed Rick - vote passed 2-0

Ed Rick elected to hold both Vice President & Secretary - nominated by Frank Williams, seconded by Nancy Brown, vote passed 2-0

d. New BOD Member application review

Applicants Josh Mitchell, Beatrice Huff and John Bogue were invited to present themselves as candidates.

Josh Mitchell - Nominated by Frank Williams - seconded by Ed Rick. Vote passed 3-0

Bee Huff - nominated by Nancy Brown - seconded by Frank Williams. Vote passed 3-0

John Bogue

Other applicants: Kristy Bickmeyer - declined. Gayle Davis - ineligible (Spouse is a MA employee).

e. Policy and Procedure Part 2 Update - forthcoming for review per Frank Williams

f. Handbook Review - in review by Board

g. Previous Business - Meeting minutes - Draft of Board meeting minutes to send to Board members for review and edits as needed. Post final edited DRAFT version of minutes to MA website at least 2 weeks prior to next meeting (minutes will be identified as unapproved). Final minutes can be approved at next meeting. Approved minutes will be posted and replace Draft minutes.

h. Public Records Request - per Frank Williams - waiting on information from former President, Mr Stokes. Part 2 of Policies and Procedures will cover record requests. Updated procedure for records request forthcoming for review (Williams/Powell)

6. Principle Report

a. request to attend Florida Charter School Conference (Nov 19-21) Registration fee \$280. Vote approved 3-0

b. Some student loss and gain - 75 students currently enrolled

c. Fully staffed: New PE teacher, new part time Spanish teacher. FLVS - all students removed from Spanish and PE. Still offering FLVS for Driver Ed and Career & College.

d. Out of Field letters sent Aug 26 - read out loud by Powell "The board approved Charles Davis as out of field in Biology and PE. The board approved Darian Darst as out of field in History. The board approved Paityn Arroyo as out of field in PE."

e. Student intern partnership with UF in the works. MOU in place

f. Accreditation - Powell inquiring about accreditation requirements in order for teacher development and student access to additional programs. Membership is \$1400 per school. Candidacy review \$1000. Accreditation is every 6 years \$2000. Proposed to consider next year. Request to Mr Powell from Board to create a proposal: estimated costs and timeline, including positive impact for students and school if MA becomes accredited.

g. Budget - preliminary budget at 107 students would have left a \$20K surplus. However, student count down to 75 students resulting in a deficit TBD, but could be as much as \$120k. Request from Mr. Powell to Board to assist with writing grants with the intent for awards to help offset the budget shortfall.

Will evaluate areas to potentially cut costs.

Increase student count.

- h. 2 students threat assessments - unable to disclose names. Medium level concern. Shared categories and how assessments work and responses.
- i. Requested possible option to withhold \$x each month (10) to provide an 11th month paycheck possibility or move to a 12 month pay schedule. Teachers that want to do that - would require changes to the contracts. Board requests a proposal for review but wish to support the idea.
- j. Gate \$46000 estimate from one company. Mr. Powell to contact other companies for quotes.
 - k. Mr Powell indicated a need for additional Chromebooks and cart. Will look into costs for future request.
 - l. Mr. Powell has offered his personal phone number for texts from parents. Please no calls. He prefers to be on top of things and accessible. He is willing to post his number in the minutes. 904-899-3650.

7. Board Business

- a. President Report - Frank Williams . None at this time.
- b. Ed Rick - asked if all items had been retrieved from exited Board members. Frank Williams to Request for any keys, items, paperwork related to MA Board from Mrs Lowe and Mr Stokes. Accesses to be revoked (Mr. Powell). Suggest creating an Exit checklist

8. PTO Report - Angela Davis, PTO President - requested their own account instead of MA savings account. Mr Powell agrees to separate PTO accounts from MA. Will help to be able to do direct electronic donations and avoid fees.

Frank Williams offered to contact CSU to confirm what we can do.
Suggestion for next meeting agenda item - fundraising (Frank Williams)
Meeting adjourned 6:51pm

Next meeting: Oct 8, 2024 5:30pm MA cafeteria

• ADD ATTACHMENTS/SUPPORTING DOCUMENTS



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Principal Report

1. Current Enrollment: 6th-28(+1); 7th-13(+1); 8th-11(-2); 9th-10(-1); 10th-7(+1); 11th-5; 12th-1
TOTAL: 75

2. Hiring updates

- a. ELA - Madelyn Walker
- b. Spanish - Catherine Barrios-Ortiz (Starts 9/23)
- c. PE - Aaron Mishoulam (Starts 9/23)
- d. FLVS to remain for Career and College/Drivers Ed courses

3. Out of field letter

4. Student internship partnership with UF

5. Accreditation

- a. Access to professional development
- b. Access to teacher evaluative tools
- c. Building data that will be used for accreditation
- d. Annual Membership \$1400 per school
- e. Candidacy Review \$1000 one time
- f. Accreditation every 6 years \$2000

6. Preliminary budget presentation

- a. Previous budget with 110 students was adjusted to show FTE for 75 students. No other adjustments were made yet, but it is currently in development.

7. Security:

- a. Currently 2 active cases in the Threat Management System. Team will meet this week for our monthly meeting.

accreditation
public-private
charter

with bandwidth
bank statement



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August 26, 2024

Dear Parent/Guardian:

All educators in Florida are monitored to ensure they meet certification and training requirements as mandated by law, per Florida Statute 1012.42, the parents of all students in the class shall be notified in writing.

Micanopy Academy is committed to providing quality instruction for all students and does so by employing the most qualified individuals to teach and support each student in the classroom. All of our teachers are certified to teach and some are looking to better serve our students and are working on additional areas of certification.

You have the right to know the professional qualifications of the teachers who instruct your child. The table lists teacher(s) who are currently out of field and improving their areas of certification.

Darian Darst	Social Science 6-9
Charles Davis	Biology, PE
Paityn Arroyo	PE

Please let me know if you have any questions or concerns.

All the best,

Will Powell, M.Ed
Micanopy Academy
School Principal



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MA Budget	TOTAL INCOME	\$ 707,355.00
Income - Based on 75 students	TOTAL EXPENSE	\$ 827,970.42
	Deficit	\$ (120,615.42)

3242 Title IV	\$ 3,000.00
3243 Title II	\$ 2,000.00
3281 ESSER Grant	\$ 68,308.00
3311 SRP Allocation	\$ 10,000.00
3310 Revenue FTE	\$ 364,291.00
3334 Florida Lead Program	\$ 1,800.00
3355 Class Size Reduction	\$ 79,855.00
3373 1 Mill	\$ 100,000.00
3393 Safe School Allocation	\$ 8,185.00
3365 TSAI	\$ 20,000.00
3396 Capital Outlay Funds	\$ 47,149.00
3440 Gifts, Grants, Bequests	\$ 500.00
3460 Field Trip Fees	\$ 317.00
3469 Other Student Fees	\$ 950.00
3495 Fundraising Proceeds	\$ 1,000.00

TOTAL INCOME **\$ 707,355.00**

Expenses

120 Teacher Salaries	\$ 290,250.00
140 Sub Salaries	\$ 3,000.00
150 Salaries - Aids	\$ -
170 Bonus	\$ -
210 Employee Retirement	\$ 24,850.00
220 FICA/Med Taxes	\$ 21,800.64
230 Health Insurance	\$ 3,000.00
240 Workers Comp Ins	\$ 3,000.00
290 Other Employee Benefits	\$ 1,000.00



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310 Professional Fees (Tests)	\$ 750.00
390 Other Purchased Services	\$ 8,000.00
510 Supplies	\$ 3,000.00
511 Lead Teacher Supplies	\$ 1,800.00
520 Curriculum/Textbooks	\$ 25,000.00

641 Capitalized FF&E	\$ 3,500.00
642 Non-Capitalized FF&E	\$ 400.00
692 Non-Capitalized Software	\$ 1,500.00

310 Professional Fees	\$ 6,000.00
390 Field Trip Expense	\$ 500.00
511 Athletic Supplies	\$ 500.00

310 Professional Fees	\$ -
130 Counselor Services	\$ -

Continuing Ed (Prof Development)	\$ 5,000.00
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310 Professional Fees	\$ 175.00
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110 Admin Salaries	\$ 111,150.00
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160 Office Staff Salaries	\$ 90,900.00
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161 Sick Days Paid	\$ 4,000.00
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162 Holiday Bonuses	\$ 1,650.00
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170 Bonuses	\$ -
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210 Retirement	\$ 22,450.00
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220 FICA/Med Taxes	\$ 12,353.50
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350 Repair/Maintenance	\$ 400.00
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372 Postage	\$ 400.00
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390 Printing/Duplication	\$ 1,500.00
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392 Publicity	\$ 500.00
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(Furniture, Fixtures,
and Equipment)
Computers/Picnic
Tables

5200 ESE
Instructional
5500 Other Ins

6120 Guidance
Services
6140 Psych Serv
**Provided by SBAC

6400 Training
7100 Board Training
7300 School Admin

*front office
equipment



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510 Supplies	\$ 2,000.00	*printer paper, toner, etc.	
730 Dues/Fees	\$ 800.00		Quickbooks/FCPCS
310 Accounting Serv.	\$ 8,000.00	7600 Fiscal Serv	CPA
310 Audit Serv.	\$ 8,000.00		Yearly Audit
300 Food Purchase	\$ 800.00	7600 Food Serv	
		7900 Operation of Plant	
160 Custodian Salary	\$ 25,000.00		
320 Insurance	\$ 15,000.00		
		Staining deck/Awnings	
350 Repair/Maintenance	\$ 10,000.00		
370 Telephone	\$ 10,000.00		
380 Water/Sewer/Garbage	\$ 3,000.00		
430 Electric/Gas	\$ 11,000.00		
		Soap/Paper Products/ETC	
510 Supplies	\$ 10,000.00	Vacuum	
692 Non-Capitalized Equipment	\$ 500.00	8100 Maintenance of Lawn/Cleaning/Sanitiz Plant ing	
390 Professional Services	\$ 6,000.00	9100 Community Services	
600 Parent Appreciation	\$ 400.00	9200 Debt Service	Mortgage
711 Debt Retirement	\$ 11,037.12		
720 Interest	\$ 23,030.16		
Emergency Fund	\$ 5,000.00		
5% District Admin Fee	\$ 30,074.00		
TOTAL EXPENSE	\$ 827,970.42		