

**Bay Haven Charter Academy, Inc.**  
**Board of Directors Meeting Minutes**  
**Thursday, November 7, 2024**  
**NBH Media Center**  
**4:00 p.m.**

**Attending:** Mrs. Joyce Wilson, Mrs. Tiffany Ennis, Mr. Daniel Brewer, Mr. Lance Marrano, Mrs. Scotti Haney, Mr. Waylon Thompson, Mr. Tim Parker, Mr. Bob Amin, Ms. Jennifer McCabe

**Others attending:** Mr. Nelson Stephenson, Mr. Mike Burke

- I. Call to Order** – 4:00 p.m.
- II. Pledge of Allegiance** – Mrs. Wilson
- III. Prayer** – Mr. Thompson
- IV. Approval of Agenda** – Mr. Parker made a motion to approve the agenda. Mr. Marrano seconded the motion. All in favor, no further discussion, motion carries.
- V. Approval of Minutes** – 10/03/2024 – Mr. Brewer made a motion to approve the minutes as presented. Mrs. Haney seconded the motion. All in favor, no further discussion, motion carries.
- VI. Student Recognitions**
- VII. Update on Hwy 22 property by NAI TALCOR representative**
- VIII. Action Items**
  - A. Approval of FPL contract for transformer at BH and easement – Mr. Thompson made a motion to approve the contract and easement as presented. Mrs. Haney seconded the motion. All in favor, no further discussion, motion carries.
  - B. Approval of revision to Policy 2340 – Field and other Corporation-Sponsored Trips – This is approval for advertisement of this revised policy. Mr. Thompson made a motion to approve the advertisement of the revised policy 2340. Mrs. Ennis seconded the motion. All in favor, no further discussion, motion carries.
  - C. Approval of revision to Policy 5121 – Application and Admission Process – This is approval for advertisement of the revised policy. In discussion, Mrs. Haney stated that this aspect of the policy was in place previously; however, was left out in a later revision. Mrs. Ennis made a motion to approve the advertisement of revised policy 5121. Mrs. Haney seconded the motion. All in favor, no further discussion, motion carries.
  - D. Approval of Updated Administrative Assistant Job Description – Mrs. Haney made a motion to approve the job description as presented. Mr. Amin seconded the motion. All in favor, no further discussion, motion carries.
  - E. Approval of Updated Head Football Coach Job Description – Mr. Parker made a motion to approve the position with discussed corrections. Mrs. Ennis seconded the motion. All in favor, no further discussion, motion carries.
  - F. Approval of AA position (Bay Haven) – After discussion, Mr. Thompson made a motion to approve the AA position. Mrs. Haney seconded the motion. All favor, no further discussion, motion carries.
- IX. Informational Items**
  - A. CEO Report
- X. Announcements**
  - A. The next agenda meeting will be Thursday, December 5<sup>th</sup> at 9:00 a.m. Please get any items for discussion to Mrs. Wilson or Ms. Maddox by that time.

B. The next Board meeting will be held Thursday, December 12<sup>th</sup> at 4:00 p.m. at the NBH Media Center.

**XI. Public Comments** - None

**XII. Board Comments** – Mr. Amin asked if Haven could follow what other schools may be doing as far as programs are concerned. The CEO answered in the affirmative and added that we have been surveying students and have a detailed plan. Mr. Thompson asked if there were any updates on the flyover. Mr. Tate explained that Tyndall was not able to do the flyover. Mrs. Wilson spoke about the unity of Haven and how our mission unifies us. On emails, newsletters, and all communications our mission statement of “High expectations/High achievement” should be seen. There should be only the official logos being used and not new ones that are not board approved. It would be nice to see a branding guide of some type.

**XIII. Adjournment** – 5:42 p.m.