

Bay Haven Charter Academy, Inc.
Board of Directors Meeting Minutes
Thursday, July 10, 2025
NBH Media Center
4:00 p.m.

Attending: Mrs. Joy Wilson, Mr. Lance Marrano, Mrs. Scotti Haney, Mr. Brandon Aldridge, Ms. Jennifer McCabe, Mrs. Tiffany Ennis, Mr. Waylon Thompson

Absent: Mr. Bob Amin, Mr. Tim Parker

Others attending: Mrs. Brittany Lewis, Ms. Natalie McSwain

- I. Call to Order** – 4:00 p.m.
- II. Pledge of Allegiance** - Mrs. Wilson
- III. Prayer** – Mr. Marrano
- IV. Approval of Agenda** - Mrs. Wilson asked for an item to be added as “Item N”, which would be the approval for replacement of lights in the Bay Haven gym. Mrs. Haney made a motion to approve the agenda with the change. Mr. Marrano seconded the motion. All in favor, no further discussion, motion carries.
- V. Approval of Minutes** – 06/05/2025 – Mr. Aldridge made a motion to approve the minutes with the changes requested from Mrs. Wilson. Mrs. Haney seconded the motion. All in favor, no further discussion, motion carries.
- VI. Student Recognitions**
- VII. Presentation by Coach Butch Bernard**
- VIII. Action Items**
 - A. Approval of Jumbotron for NBH Athletic Field – A presentation of the project was given by Mr. Dan White. After a few questions from the board, Mr. Aldridge made a motion to approve the jumbotron project. Mrs. Ennis seconded the motion. All in favor, no further discussion, motion carries.
 - B. Approval of Continuing Services – Civil Engineering contract – Kimlee Horne – Mr. Marrano made a motion to approve the continuing services contract with Kimlee Horne and the format of the contract so that the contracts approved at the last meeting can be consistent with this one. Mr. Thompson seconded the motion. All in favor, no further discussion, motion carries.
 - C. Approval of CERP (Comprehensive Evidence-Based Reading Plan) 2025-2026 – After some questions of Dr. Crum from the board, Mrs. Haney made a motion to approve the CERP as presented. Mrs. Ennis seconded the motion. All in favor, no further discussion, motion carries.
 - D. Approval of FLVS Charter School VLL Agreement – After questions were answered by Mr. Tate, Mrs. Haney made a motion to approve the agreement as presented. Mr. Aldridge seconded the motion. All in favor. A question was posed as to the difference between the price per year of a one-year agreement and a three-year agreement. After answers were provided, Mr. Aldridge modified his motion to pursue a one-year term. Mrs. Haney seconded the motion. All in favor, no further discussion, motion carries.

- E. Approval of Articulation Agreement between NBH Career Academy and FSU – Mr. Marrano made a motion to approve the articulation agreement as presented. Ms. McCabe seconded the motion. All in favor, no further discussion, motion carries.
- F. Approval of A6/A7 Salary Update – Mrs. Ennis made a motion to approve the salary update as presented. Mrs. Haney seconded the motion. All in favor, no further discussion, motion carries.
- G. Approval of New Athletic and Academic Stipends Placement Schedule – After the presentation by the CFO, Mrs. Haney made a motion to approve the new placement schedule as presented. Mr. Marrano seconded the motion. All in favor, no further discussion, motion carries.
- H. Approval of Advertisement for Construction Manager for Athletic Field Project – Mr. Aldridge made a motion to approve the advertisement for construction manager. Mrs. Haney seconded the motion. All in favor, no further discussion, motion carries.
- I. Approval of Indoor Digital Board for Bay Haven – After Mrs. Lewis explained the request for the BH gym, and stated that BH PTSP would pay for half, there were some questions by the board. Board members asked questions concerning the warranty and software subscription parameters. Ms. Bohac was requested to gather some additional information. Mr. Aldridge made a motion to table the item until the next meeting. Mr. Thompson seconded the motion. All in favor, no further discussion, motion carries.
- J. Approval of Dismissals NBHE – Mrs. Haney made a motion to approve the dismissals as presented. Mr. Thompson seconded the motion. All in favor, no further discussion, motion carries.
- K. Approval for advertisement – Updated travel policy – Mr. Thompson made a motion to approve the advertisement of the updated travel policy. Mrs. Ennis seconded the motion. All in favor, no further discussion, motion carries.
- L. Approval of Neola Policy Updates (previously advertised) – Mr. Thompson made a motion to approve the updates as advertised. Mr. Aldridge seconded the motion. All in favor, no further discussion, motion carries.
- M. Approval of updated Job Descriptions (Transportation Coordinator, Bus Driver, Athletic Director, Occupational Therapist) – Mr. Aldridge made a motion to approve the updated job descriptions as presented. Mr. Thompson seconded the motion. All in favor, no further discussion, motion carries.

IX. Informational Items

- A. CEO Report
- B. Attorney Update – Mr. Burke sent out an email just prior to the meeting regarding the property adjacent to the Bay Haven campus. Mr. Thompson made a motion to direct the attorney to present to the owner the option of the sale being contingent upon the percentage of Hawks Landing lot owners voting to allow an easement to Bay Haven within 60 days. Mr. Aldridge seconded the motion. All in favor, no further discussion, motion carries.

X. Announcements

- A. The next agenda meeting will be Thursday, July 31st 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, August 7th at 4:00 p.m. at the NBH Media Center.

- XI. Public Comments** – The CFO spoke about the insurance rates for our employees. This is currently being investigated and will be finalized shortly. It is probable that we will change insurance carriers.
- XII. Board Comments** – Mr. Aldridge asks if the foundation can raise funds for some of these things. The CFO answered in the affirmative. Mrs. Wilson mentioned athletics and pointed out the fact that the board has gone in and rescued some of the athletic teams. She had noticed that once again the funds seem to be down in some of the team accounts. She asked if anyone had information regarding that. Coach Jacobs said coaches should have their budgets submitted now. He has made sure organizations are paying for facility usage and has worked to get those funds. There is a concern about how many people have been given keys and the security of the building.
- XIII. Adjournment – 5:44 p.m.**