

ATHENIAN ACADEMY  
 OF TECHNOLOGY AND THE ARTS  
 Board Meeting Minutes  
 July 27, 2023  
 Finance meeting 6:15 pm  
 Regular Board Meeting 6:30 pm

Board Member	Attendance	Governance Training	Training Expiration
Jim Mathieu	Yes	Compliant	10.20.2024
Michelle Zervas	Yes	Compliant	4.7.2026
Billy Slater	Yes	Compliant	5.02.2026

A quorum was confirmed at 6:30 pm  
 The agenda was unanimously adopted as published

**OPEN TO THE PUBLIC**

There were no members of the public.

**PRINCIPAL'S REPORT (Evan)**

1. Danielle and Evan shared 2022 – 2023 FAST results with the Board.
2. Danielle and Evan shared the 2023 – 2024 School Improvement Plan with the Board.
3. Jim was appointed to continue as the school's parent liaison.
4. Evan asked the Board for approval of the Administration and Teacher Evaluation Tool by the Florida Consortium of Charter Schools. This was approved by the Board.
5. Evan asked the Board for approval of the Pasco County Schools Crisis Response Plan. This plan was approved by the Board.
6. Evan asked the Board for approval of election of the Pasco County Schools Active Assailant Plan. This was approved by the Board.
7. Evan asked the Board for approval of the Pasco County Schools Active Assailant Response Plan. Evan shared details with the Board that are specific to Athenian Academy, such as reunification points and processes. This was approved by the Board.
8. Evan asked the Board for approval of the Active Assailant Response Board Policy. This was approved by the Board.
9. Evan shared a new requirement of the Student Health, Safety or Welfare Policies and Procedures with the Board. This was adopted and approved by the Board.
10. Evan shared the checklist with the Board of the Charter School Safety Assurances. This was approved by the Board. The Board also requested monthly updates on the school's progress in completing the requirements.
11. Evan shared details with the Board about the FSSAT, Pasco County Schools threat assessment tool, reunification locations and processes as part of the Active Assailant Response Plan and FSSAT walkthrough Tool. Evan also shared details from the walkthrough with the Pasco Sheriff's Office and recommendations for capital improvements. Evan notified the Board that the school has met the October 1 submission deadline for the FSSAT.
12. Evan shared with the Board that Florida is moving to a new Florida Safe Schools Assessment Tool in January.

13. In a draft of the 2022-2023 annual review, Pasco recommended the Board adopt a conflict-of-interest policy that, "A member who is related to a school employee will abstain from commenting or voting on any issue that may be considered a conflict of interest." This was approved by the Board.

**CONSENT AGENDA –**

**Board Minutes June 22, 2023.**

The June 22, 2023, minutes were passed unanimously on the consent agenda.

**MANAGEMENT REPORT – (Dan)**

- **Monthly financial reports and budget comparison**  
Jim reported that the finance committee met before the regular board meeting and found the June 2023 financial statements in good order. Dan provided a summary of the financial reports. The school met its financial objective and is in a good position to meet its short- and long-term responsibilities.

Actual to budget	2,888
Current assets	1,171,006
Cash and equivalents	957,730
Current liabilities	252,372
Fund balance	918,634 or 25%
Cash of Cash on Hand	109

- **Budget update and amendment for 2022-23**  
Dan recommended that the board adopt a budget amendment to account for minor changes in the YTD actual to budget result. After reviewing the proposed amended budget, Michelle motioned, and Billy seconded to approve the final adopted budget for FY 2022-23. The motion passed unanimously.
- **Budget review and approval of the first adopted budget for 2023-24**  
Dan presented a proposal for the First Adopted Budget for FY 2023-24. This was the second review, the first having occurred in the June 2023 meeting. After reviewing the proposed budget, Michelle motioned, and Billy seconded to approve the First Adopted Budget for FY 2023-24. The motion passed unanimously.

**OLD BUSINESS**

- **Facility improvements update**  
Due to the issues incurred with the school’s property insurance, no further plans have been made, pending resolution of the insurance increases, which would adversely impact the expansion budget.
- **Financial policies approval**  
Jim discussed proposed amendments to the financial purchasing policies that would better support policy guidance for the school’s planned expansion expenditures, and other matters. This was the first review of the proposed policy changes, which will be voted upon in the August 2023 board meeting.

**NEW BUSINESS**

- **Commercial insurance for SY 2023-24**  
Dan discussed the issues faced this year with the commercial insurance renewal, where the broker

presented that of 16 providers, 15 declined to provide property insurance. The final policy results in a three-fold increase in rates. We will seek other options for November 1, 2023, the earliest we can cancel our coverage.

- **FCPCS School-Based Administrator Evaluation.** Dan presented the annual school principal review using the board-adopted tool. Given the remarkable school performance and oversight of school operations, the overall performance evaluation was recommended at 4.0. The board will conclude the evaluation at the August 2023 board meeting.

At 7:45 pm Jim asked if there was any further business for the board. Hearing none, the board voted unanimously to adjourn.



8-24-23

# Athenian Academy of Technology and the Arts

Athenian Academy of Technology and the Arts 4321  
Pasco County, Florida  
Balance Sheet (Unaudited)  
July-23

	<u>Accounts</u>	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Debt Service</u>	<u>Capital Outlay</u>	<u>Total Governmental Funds</u>
<b>ASSETS</b>						
Cash and cash equivalents	1110	1,019,820	-	-	-	1,019,820
Investments	1160	-				-
Grant receivables	1130	69,699	-			69,699
Other current assets/ Accounts Receivable	12XX	63,403				63,403
Deposits	1210	-				-
Due from other funds	1140	-				-
Other long-term assets	1400	49,829				49,829
<b>Total Assets</b>		<b><u>1,202,752</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>1,202,752</u></b>
<b>LIABILITIES AND FUND BALANCE</b>						
<b>Liabilities</b>						
Accounts payable	2120	67,806	-	-	-	67,806
Salaries, benefits, and payroll taxes payable	2110, 2170, 2330	194,675	-			194,675
Deferred revenue	2410	-				-
Notes/bonds payable Due in current year	2180, 2250, 2310, 2320	-				-
Lease payable	2315	-				-
Other liabilities	21XX, 22XX, 23XX	7,176	-			7,176
<b>Total Liabilities</b>		<b><u>269,657</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>269,657</u></b>
<b>Fund Balance</b>						
Nonspendable	2710	63,403	-	-	-	63,403
Restricted	2720	-				-
Committed	2730	-				-
Assigned	2740	-				-
Unassigned	2750	869,691				869,691
<b>Total Fund Balance</b>		<b><u>933,094</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>933,094</u></b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>		<b><u>1,202,752</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>1,202,752</u></b>

# Athenian Academy of Technology and the Arts

Athenian Academy of Technology and the Arts 4321  
Pasco County, Florida  
Statement of Revenue, Expenditures, and Changes in Fund Balance (Unaudited)  
For Month and YTD Quarter for the Period Ending July 2023

FTE Projected	400.00												
FTE Actual	389.00	97% Percent of Projected											
Account Number	General Fund				Special Revenue				Debt Service				
	Jul Actual	YTD Actual	Annual Budget	% of YTD Actual to Annual Budget	Jul Actual	YTD Actual	Annual Budget	% of YTD Actual to Annual Budget	Jul Actual	YTD Actual	Annual Budget	% of YTD Actual to Annual Budget	
<b>Revenues</b>													
<b>FEDERAL SOURCES</b>													
Federal direct	3100	-	-	-	-	-	-	-	-	-	-	-	
Federal through state and local	3200	-	-	-	33,139	33,139	802,259	4%	-	-	-	-	
<b>STATE SOURCES</b>													
FEFP	3310	213,577	213,577	2,541,730	8%	-	-	-	17,849	17,849	234,738	8%	
Capital outlay	3397	-	-	-	-	-	-	-	-	-	-	-	
Class size reduction	3355	33,414	33,414	399,888	8%	-	-	-	-	-	-	-	
School recognition	3361	-	-	-	-	-	-	-	-	-	-	-	
Other state revenue	33XX	-	-	-	-	-	-	-	-	-	-	-	
<b>LOCAL SOURCES</b>													
Interest	3430	1	1	10	8%	-	-	-	-	-	-	-	
Local capital improvement tax	3413	-	-	-	-	-	-	-	-	-	-	-	
Other local revenue	34XX	26,008	26,008	616,633	4%	-	-	-	-	-	-	-	
Proceeds from Issuing Long-term Debt	3700	-	-	-	-	-	-	-	-	-	-	-	
<b>Total Revenues</b>		<b>273,000</b>	<b>273,000</b>	<b>3,558,261</b>	<b>8%</b>	<b>33,139</b>	<b>33,139</b>	<b>802,259</b>	<b>4%</b>	<b>17,849</b>	<b>17,849</b>	<b>234,738</b>	<b>8%</b>
<b>Expenditures</b>													
<b>Current Expenditures</b>													
Instruction	5000	181,649	181,649	1,641,229	11%	33,139	33,139	802,259	4%	-	-	-	-
Instructional support services	6000	-	-	-	-	-	-	-	-	-	-	-	-
Board	7100	800	800	25,877	3%	-	-	-	-	-	-	-	-
ESP Contracted Services	7200	26,012	26,012	322,659	8%	-	-	-	-	-	-	-	-
School administration	7300	17,122	17,122	468,105	4%	-	-	-	-	-	-	-	-
Facilities and acquisition	7400	-	-	432,493	0%	-	-	-	-	-	-	-	-
Fiscal services	7500	3,185	3,185	78,311	4%	-	-	-	-	-	-	-	-
Food services	7600	50	50	36,471	0%	-	-	-	-	-	-	-	-
Central services	7700	490	490	10,723	5%	-	-	-	-	-	-	-	-
Pupil transportation services	7800	147	147	-	-	-	-	-	-	-	-	-	-
Operation of plant	7900	29,034	29,034	377,929	6%	-	-	-	-	-	-	-	-
Maintenance of plant	8100	-	-	-	-	-	-	-	-	-	-	-	-
Administrative technology services	8200	-	-	-	-	-	-	-	-	-	-	-	-
Community services	9100	50	50	64,227	0%	-	-	-	-	-	-	-	-
Debt service	9200	-	-	-	-	-	-	-	-	17,849	17,849	234,738	8%
<b>Total Expenditures</b>		<b>258,539</b>	<b>258,539</b>	<b>3,458,024</b>	<b>7%</b>	<b>33,139</b>	<b>33,139</b>	<b>802,259</b>	<b>4%</b>	<b>17,849</b>	<b>17,849</b>	<b>234,738</b>	<b>8%</b>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>		<b>14,461</b>	<b>14,461</b>	<b>100,237</b>	<b>14%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Financing Sources (Uses)</b>													
Transfers in	3600	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	9700	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Other Financing Sources (Uses)</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Change in Fund Balances</b>		<b>14,461</b>	<b>14,461</b>	<b>100,237</b>	<b>14%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Fund balances, beginning		918,633	918,633	918,633	100%	-	-	-	-	-	-	-	-
Adjustments to beginning fund balance		-	-	-	-	-	-	-	-	-	-	-	-
<b>Fund Balances, Beginning as Restated</b>		<b>918,633</b>	<b>918,633</b>	<b>918,633</b>	<b>100%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balances, Ending</b>		<b>933,094</b>	<b>933,094</b>	<b>1,018,870</b>	<b>92%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# Athenian Academy of Technology and the Arts

FTE Projected  
FTE Actual

400.00  
389.00

Account	Capital Outlay				Total Governmental Funds				
	Number	Jul Actual	YTD Actual	Annual Budget	Annual Budget	Jul Actual	YTD Actual	Annual Budget	% of YTD
									Actual to
<b>Revenues</b>									
<b>FEDERAL SOURCES</b>									
Federal direct	3100	-	-			-	-	-	
Federal through state and local	3200	-	-			33,139	33,139	802,259	4%
<b>STATE SOURCES</b>									
FEFP	3310	-	-			231,426	231,426	2,776,468	8%
Capital outlay	3397	18,218	18,218	218,620.00	8%	18,218	18,218	218,620	8%
Class size reduction	3355	-	-			33,414	33,414	399,888	8%
School recognition	3361	-	-			-	-	-	
Other state revenue	33XX	-	-			-	-	-	
<b>LOCAL SOURCES</b>									
Interest	3430	-	-			1	1	10	8%
Local capital improvement tax	3413	-	-			-	-	-	
Other local revenue	34XX	-	-			26,008	26,008	616,633	4%
Proceeds from Issuing Long-term Debt	3700	-	-			-	-	-	
<b>Total Revenues</b>		<b>18,218</b>	<b>18,218</b>	<b>218,620</b>	<b>8%</b>	<b>342,205</b>	<b>342,205</b>	<b>4,813,878</b>	
<b>Expenditures</b>									
<b>Current Expenditures</b>									
Instruction	5000	-	-			214,788	214,788	2,443,488	9%
Instructional support services	6000	-	-			-	-	-	
Board	7100	-	-			800	800	25,877	3%
ESP Contracted Services	7200	-	-			26,012	26,012	322,659	8%
School administration	7300	-	-			17,122	17,122	468,105	4%
Facilities and acquisition	7400	-	-			-	-	432,493	0%
Fiscal services	7500	-	-			3,185	3,185	78,311	4%
Food services	7600	-	-			50	50	36,471	0%
Central services	7700	-	-			490	490	10,723	5%
Pupil transportation services	7800	-	-			147	147	-	
Operation of plant	7900	18,218	18,218	218,620	8%	47,252	47,252	596,549	8%
Maintenance of plant	8100	-	-			-	-	-	
Administrative technology services	8200	-	-			-	-	-	
Community services	9100	-	-			50	50	64,227	0%
Debt service	9200	-	-			17,849	17,849	234,738	8%
<b>Total Expenditures</b>		<b>18,218</b>	<b>18,218</b>	<b>218,620</b>	<b>8%</b>	<b>327,744</b>	<b>327,744</b>	<b>4,713,641</b>	<b>7%</b>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>		<b>-</b>	<b>-</b>	<b>-</b>		<b>14,461</b>	<b>14,461</b>	<b>100,237</b>	<b>14%</b>
<b>Other Financing Sources (Uses)</b>									
Transfers in	3600	-	-			-	-	-	
Transfers out	9700	-	-			-	-	-	
<b>Total Other Financing Sources (Uses)</b>		<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>	<b>-</b>	
<b>Net Change in Fund Balances</b>		<b>-</b>	<b>-</b>	<b>-</b>		<b>14,461</b>	<b>14,461</b>	<b>100,237</b>	<b>14%</b>
Fund balances, beginning		-	-	-		918,633	918,633	918,633	100%
Adjustments to beginning fund balance		-	-	-		-	-	-	
<b>Fund Balances, Beginning as Restated</b>		<b>-</b>	<b>-</b>	<b>-</b>		<b>918,633</b>	<b>918,633</b>	<b>918,633</b>	<b>100%</b>
<b>Fund Balances, Ending</b>		<b>-</b>	<b>-</b>	<b>-</b>		<b>933,094</b>	<b>933,094</b>	<b>1,018,870</b>	<b>92%</b>