

Beulah Academy of Science  
Regular Meeting of Board of Directors  
July 2021

- ◆ President James Higdon
- ◆ Vice President Cynthia Stevens
- ◆ Secretary/Treasurer C. Sue Higdon
- ◆ Kevin Bailey
- ◆ Cara Marisa Williams
- ◆ Others Present Sherry Bailey  
Elizabeth Wass

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CALL TO ORDER

Meeting called to order: No Meeting Scheduled

PUBLIC FORUM

READING OF MINUTES

FINANCE ITEMS

ITEMS FROM THE ADMINISTRATOR

ITEMS FROM BOARD MEMBERS

NEW BUSINESS

ANNOUNCEMENTS

Next meeting scheduled

ADJOURNMENT meeting adjourned at

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Elizabeth A. Wass  
Recording Secretary

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James Higdon  
President

cc: BAS Board Members

Beulah Academy of Science  
Regular Meeting of Board of Directors  
August 2021

◆ President	James Higdon
◆ Vice President	Cynthia Stevens
◆ Secretary/Treasurer	C. Sue Higdon
◆	Kevin Bailey
◆	Cara Marisa Williams
Others Present	Sherry Bailey Elizabeth Wass

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CALL TO ORDER

Meeting called to order: No Meeting Scheduled

PUBLIC FORUM

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FINANCE ITEMS

ITEMS FROM THE ADMINISTRATOR

ITEMS FROM BOARD MEMBERS

NEW BUSINESS

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Next meeting scheduled

ADJOURNMENT meeting adjourned at

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Elizabeth A. Wass  
Recording Secretary

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James Higdon  
President

cc: BAS Board Members

Beulah Academy of Science  
Regular Meeting of Board of Directors  
September 17, 2021

◆ President	James Higdon	present by phone
◆ Vice President	Cynthia Stevens	present by phone
◆ Secretary/Treasurer	C. Sue Higdon	present by phone
◆	Kevin Bailey	present
◆	Cara Marisa Williams	absent
Others Present	Sherry Bailey	present
	Elizabeth Wass	present

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CALL TO ORDER

Meeting called to order 12:05pm

PUBLIC FORUM

READING OF MINUTES

FINANCE ITEMS

ITEMS FROM THE ADMINISTRATOR

Sherry Bailey presented Out of Field Teachers. (Employees #1202, 1205, 1204) These teachers are all working on certification. Discussion. Motion made by Cynthia Stevens to accept Out of Field teachers presented, motion seconded by Sue Higdon, approved unanimously, 3-0.

ITEMS FROM BOARD MEMBERS

NEW BUSINESS

Mr. Bailey stated the security trailer roof is in need of repair. He presented bids. Motion made by Cynthia Stevens to accept the lowest bid for trail roof repair, motion seconded by Sue Higdon, approved unanimously, 3-0.

ANNOUNCEMENTS

Next meeting scheduled

ADJOURNMENT meeting adjourned at 12:10pm.

*Elizabeth A. Wass*

Elizabeth A. Wass  
Recording Secretary

*James Higdon*

James Higdon  
President

cc: BAS Board Members

Beulah Academy of Science  
Regular Meeting of Board of Directors  
October 2021

◆ President	James Higdon
◆ Vice President	Cynthia Stevens
◆ Secretary/Treasurer	C. Sue Higdon
◆	Kevin Bailey
◆	Cara Marisa Williams
Others Present	Sherry Bailey Elizabeth Wass

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CALL TO ORDER

Meeting called to order: No Meeting Scheduled

PUBLIC FORUM

READING OF MINUTES

FINANCE ITEMS

ITEMS FROM THE ADMINISTRATOR

ITEMS FROM BOARD MEMBERS

NEW BUSINESS

ANNOUNCEMENTS

Next meeting scheduled

ADJOURNMENT meeting adjourned at

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Elizabeth A. Wass  
Recording Secretary

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James Higdon  
President

cc: BAS Board Members

Beulah Academy of Science  
Regular Meeting of Board of Directors  
November 2021

- ◆ President James Higdon
- ◆ Vice President Cynthia Stevens
- ◆ Secretary/Treasurer C. Sue Higdon
- ◆ Kevin Bailey
- ◆ Cara Marisa Williams
- ◆ Others Present Sherry Bailey  
Elizabeth Wass

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CALL TO ORDER

Meeting called to order: No Meeting Scheduled

PUBLIC FORUM

READING OF MINUTES

FINANCE ITEMS

ITEMS FROM THE ADMINISTRATOR

ITEMS FROM BOARD MEMBERS

NEW BUSINESS

ANNOUNCEMENTS

Next meeting scheduled

ADJOURNMENT meeting adjourned at

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Elizabeth A. Wass  
Recording Secretary

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James Higdon  
President

cc: BAS Board Members

Beulah Academy of Science  
Regular Meeting of Board of Directors  
December 7, 2021

◆ President	James Higdon	present by phone
◆ Vice President	Cynthia Stevens	present by phone
◆ Secretary/Treasurer	C. Sue Higdon	present by phone
◆	Kevin Bailey	present
◆	Cara Marisa Williams	present
Others Present	Sherry Bailey	present
	Elizabeth Wass	present

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CALL TO ORDER

Meeting called to order: 1:02pm

PUBLIC FORUM

READING OF MINUTES

FINANCE ITEMS

Sherry Bailey submitted a plan following Escambia County School District to recognize all the employees not included in Governor DeSantis Principal/Teacher Bonus. Escambia County School District recently used Cares Act Funds and gave \$1000 COVID bonuses to all other employees who worked thru COVID last year and returned to work this year. Motion made by Sue Higdon to use Cares Act Funds to give \$1000 bonus to all other employees that worked last year and returned this year, motion seconded by Cynthia Stevens, approved unanimously, 3-0.

Sherry Bailey also submitted a smaller COVID Relief Plan for all current employees in the amount of \$200. Motion made by Sue Higdon to use Cares Act Funds to give all current employees a COVID bonus of \$200, motion seconded by Cynthia Stevens, approved unanimously, 3-0.

Christmas Bonus Discussion. Sherry Bailey stated that she would like to increase the yearly Christmas Bonus from \$100 to \$200. Motion made by Cynthia Stevens to increase the Christmas bonus to \$200, motion seconded by Sue Higdon, approved unanimously, 3-0.

ITEMS FROM THE ADMINISTRATOR

Sherry Bailey presented employee #1207 as an Out of Field long term substitute. Motion made by Sue Higdon to approve Out of Field long term substitute, motion seconded by Cynthia Stevens, approved unanimously, 3-0.

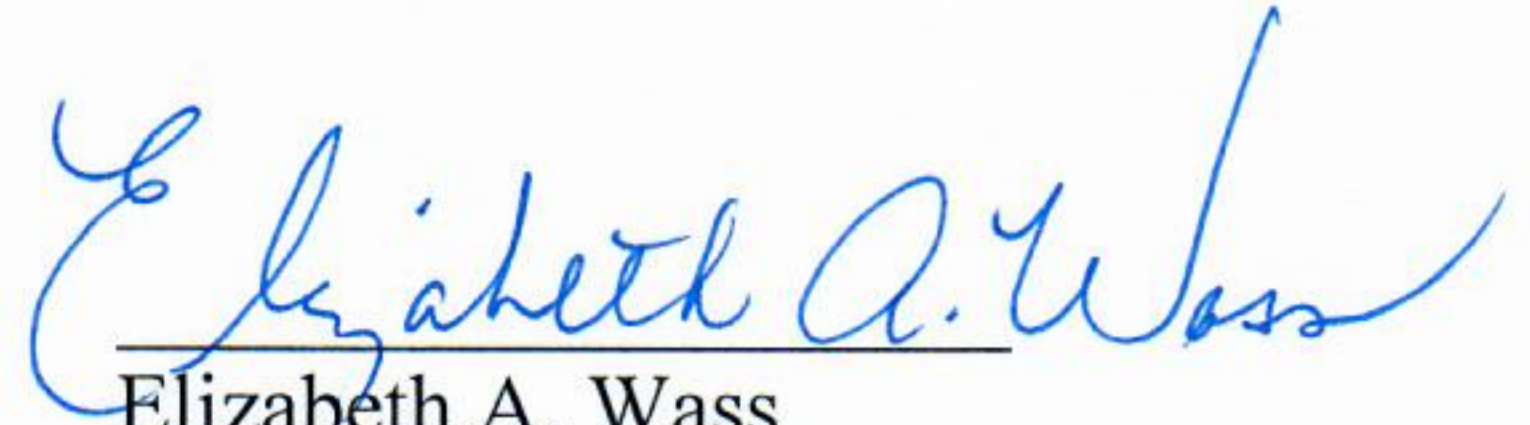
ITEMS FROM BOARD MEMBERS

NEW BUSINESS

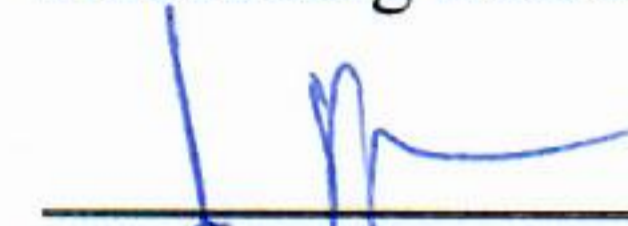
ANNOUNCEMENTS

Next meeting scheduled

ADJOURNMENT meeting adjourned at 1:09pm



Elizabeth A. Wass  
Recording Secretary



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James Higdon  
President

cc: BAS Board Members



Beulah Academy of Science  
Regular Meeting of Board of Directors  
February 28, 2022

◆ President	James Higdon	present
◆ Vice President	Cynthia Stevens	present
◆ Secretary/Treasurer	C. Sue Higdon	present
◆	Kevin Bailey	present
◆	Cara Marisa Williams	present
Others Present	Sherry Bailey	present
	Elizabeth Wass	present

CALL TO ORDER

Meeting called to order: 5:00pm

PUBLIC FORUM

READING OF MINUTES

Beth Wass presented minutes for September 17, 2021 and December 7, 202. Minutes read. Motion made by Cynthia Stevens to accept the minutes as presented, motion seconded by Sue Higdon, Approved 3-0.

FINANCE ITEMS

Beth Wass presented the 990. Read and discussed. Sue Higdon made motion to submit 990 as presented, motion seconded by Cynthia Stevens, approved 3-0.

ITEMS FROM THE ADMINISTRATOR

Ad Valorem presented and signed by James Higdon

Letter to the Board from Auditors presented and read.

2021 Audit presented to Board and discussed.

Beth Wass stated that Cynthia Stevens and Sue Higdon completed their Governance renewal training.

Mrs. Bailey submitted that the random lottery draw position to be filled to balance transportation, gifted, plus 10 hardships. Motion made by Sue Higdon to accept information presented, motion seconded by Cynthia Stevens.

Lottery Draw

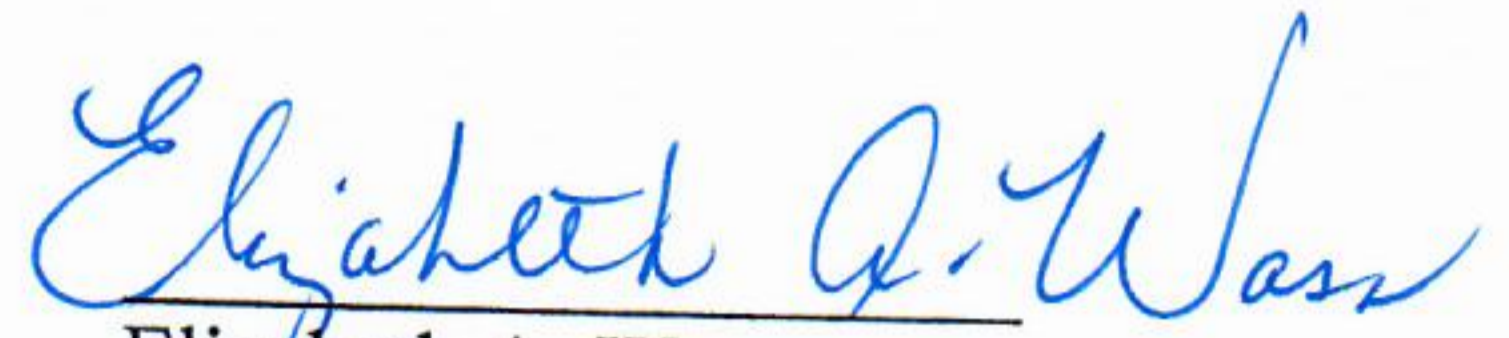
ITEMS FROM BOARD MEMBERS

NEW BUSINESS

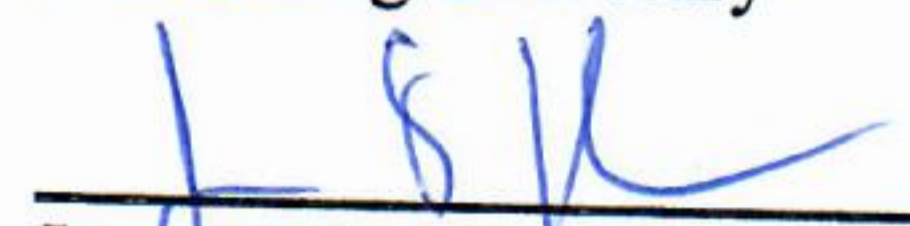
ANNOUNCEMENTS

Next meeting scheduled April 19, 2022 11:00am

ADJOURNMENT meeting adjourned at 6:10pm



Elizabeth A. Wass  
Recording Secretary



James Higdon  
President

cc: BAS Board Members

Beulah Academy of Science  
Regular Meeting of Board of Directors  
March 2022

◆ President	James Higdon
◆ Vice President	Cynthia Stevens
◆ Secretary/Treasurer	C. Sue Higdon
◆	Kevin Bailey
◆	Cara Marisa Williams
Others Present	Sherry Bailey Elizabeth Wass

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CALL TO ORDER

Meeting called to order: No Meeting Scheduled

PUBLIC FORUM

READING OF MINUTES

FINANCE ITEMS

ITEMS FROM THE ADMINISTRATOR

ITEMS FROM BOARD MEMBERS

NEW BUSINESS

ANNOUNCEMENTS

Next meeting scheduled

ADJOURNMENT meeting adjourned at

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Elizabeth A. Wass  
Recording Secretary

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James Higdon  
President

cc: BAS Board Members

Beulah Academy of Science  
Regular Meeting of Board of Directors  
April 13, 2022

◆ President	James Higdon	present
◆ Vice President	Cynthia Stevens	present
◆ Secretary/Treasurer	C. Sue Higdon	present
◆	Kevin Bailey	present
◆	Cara Marisa Williams	present
Others Present	Sherry Bailey	present
	Elizabeth Wass	present

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CALL TO ORDER

Meeting called to order: 11:00am

PUBLIC FORUM

READING OF MINUTES

FINANCE ITEMS

Beth Wass presented insurance renewal information. A slight increase in both dental and health insurance with Florida Blue and Humana. Motion made by Cynthia Stevens to renew with current insurance companies, motion seconded by Sue Higdon.

ITEMS FROM THE ADMINISTRATOR

Sherry Bailey presented information on purchase of 120 Chromebooks from CDWG. The difference in quotes is 3 year insurance vs 4 year insurance. Motion made by Cynthia Stevens to accept quote with 4 year insurance, motion seconded by Sue Higdon, approved unanimously, 3-0.

Sherry Bailey presented information on adjusting Teacher salary increases and stipends. Sherry Bailey stated that the teachers will receive another increase from the Governor at some point during the next school year also.

Starting Teacher Pay - \$38,500  
Highly Skilled- \$40,000  
Veteran Teacher- \$42,000  
Masters Stipend Out of Field - \$1500  
Masters Stipend In Field - \$2500  
Gifted \$2000  
FFA \$2300  
Sponsor (Coaches) \$2300 retro to 21-22 school year  
Dean \$3700.00

Bus Attendance/Safety Bonus \$100/month (present all days with no issues to be paid on the 15<sup>th</sup> of the next month)

Motion made by Sue Higdon to accept recommendation of pay increases and stipends presented, motion seconded by Cynthia Stevens, approved unanimously, 3-0.

#### ITEMS FROM BOARD MEMBERS

#### NEW BUSINESS

Kevin Bailey presented some upgrades need for the gymnasium. Floor approximately \$31,000, Bleachers approximately \$36,000, graphics and lettering, Firewall increase. Motion made by Sue Higdon to approve gymnasium upgrades to use loan contingencies and reserves if necessary, motion seconded by Cynthia Stevens, approved unanimously 3-0.

Punch List Funds – Motion made by Cynthia Stevens for an additional \$50,000 cap on overage from our reserve funds for gym construction costs, motion seconded by Sue Higdon, approved unanimously 3-0.

Mr. Bailey stated that the asphalt is in bad condition and he is getting bids.

Floor maintenance- Kevin Bailey presented bid from Mr. Shine for stripping and waxing the floors. Mr. Bailey stated he has contacted many companies for bids and either they are no show or do not complete paperwork for the bids. Motion made by Cynthia Stevens to accept the bid for flooring maintenance by Mr. Shines, motion seconded by Sue Higdon, approved unanimously 3-0.

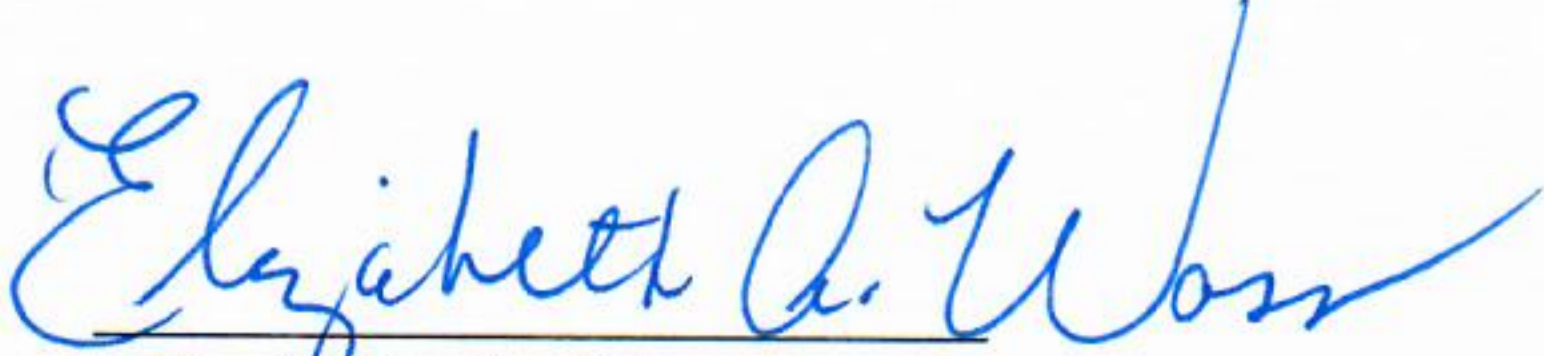
Annual interior painting- Motion made by Sue Higdon to continue using the Sign Shop for interior painting, motion seconded by Cynthia Stevens, approved unanimously, 3-0.

Exterior Painting- Mr. Bailey stated that the building is in needs of some exterior painting and he is getting bids.

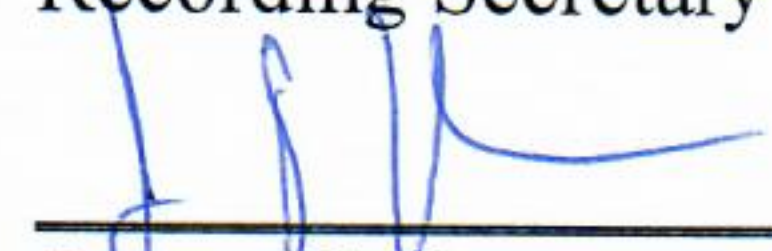
#### ANNOUNCEMENTS

Next meeting scheduled

ADJOURNMENT meeting adjourned at

  
Elizabeth A. Wass

Recording Secretary



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James Higdon  
President

cc: BAS Board Members

Beulah Academy of Science  
Annual Meeting of Board of Directors  
June 7, 2022

◆ President	James Higdon	present
◆ Vice President	Cynthia Stevens	present
◆ Secretary/Treasurer	C. Sue Higdon	present
◆	Kevin Bailey	present
◆	Cara Marisa Williams	present
Others Present	Sherry Bailey	present
	Elizabeth Wass	present

**DRAFT**

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CALL TO ORDER

Meeting called to order: 11:03am

PUBLIC FORUM

READING OF MINUTES

Beth Wass presented minutes for 2/28/22 and 4/13/22. Motion made by Cynthia Stevens to accept minutes as presented, motion seconded by Sue Higdon, approved 3-0

FINANCE ITEMS

Motion made by Cynthia Stevens to increase the limits to the following:  
PO items over \$5,000 , Two quotes required for items over \$15,000,  
Board Approval for items over \$25,000, motion seconded by Sue Higdon, approved unanimously.

ITEMS FROM THE ADMINISTRATOR

Mrs. Bailey stated that the Board had approved the purchase of Virtual Headsets at a previous Board meeting. Due to COVID, the purchase was not made. Motion made by Sue Higdon to approve \$20,000 for the purchase of Virtual Headsets, motion seconded by Cynthia Stevens, approved unanimously, 3-0.

Mrs. Bailey stated that our copier cannot be repaired any longer. Motion made by Cynthia Stevens to replace copier with new model from same vender as currently using (CPC Technology) with maintenance, motion seconded by Sue Higdon, approved unanimously 3-0.

ITEMS FROM BOARD MEMBERS

## NEW BUSINESS

Kevin Bailey presented bids for repaving the driveways and parking. Motion made by Cynthia Stevens to accept bid by Panhandle, motion seconded by Sue Higdon, approved unanimously, 3-0.

Kevin Bailey presented bids for exterior painting. Discussion. Motion made by Sue Higdon to accept Gibson bid to paint and pressure wash exterior of building, motion seconded by Cynthia Stevens, approved 3-0.

Alarm System- Discussion Motion made by Cynthia Stevens for Panhandle Alarm to add to our existing alarm system, intercom, internet for building project, motion seconded by Sue Higdon, approved 3-0.

Kevin Bailey stated that electrical upgrades to the culinary room need to be completed before next school year and he contacted at least 5 electrical companies and companies either won't return his call or send him a bid. Motion made by Sue Higdon to accept Eager Beaver bid for electrical work on culinary room, motion seconded by Cynthia Stevens, approved 3-0.

Mr. Bailey presented bids for plumbing in the culinary room. Motion made by James Higdon to accept Certified Plumbing's bid unless Larry Downs came in with comparable or lower bid and who can complete the work the soonest, motion seconded by Cynthia Stevens, approved unanimously, 3-0.

Kevin Bailey presented bids for cabinets. Motion made by Cynthia Stevens to accept bid from Cabinets Direct delivered and installed, motion seconded by Sue Higdon, approved unanimously, 3-0.

Mr. Bailey stated that ECUA has changed the requirements. There will be an increase of cost due to going from a 3 inch pipe to a 4 inch pipe, new box, and new meter is required.

## ANNOUNCEMENTS

Next meeting scheduled June 21, 2022 at 11:00am

ADJOURNMENT meeting adjourned at 12:05pm

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Elizabeth A. Wass



Recording Secretary

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James Higdon  
President

cc: BAS Board Members

Beulah Academy of Science  
Annual Meeting of Board of Directors  
June 21, 2022

◆ President	James Higdon	absent
◆ Vice President	Cynthia Stevens	present
◆ Secretary/Treasurer	C. Sue Higdon	present
◆	Kevin Bailey	present
◆	Cara Marisa Williams	absent
Others Present	Sherry Bailey	present
	Elizabeth Wass	present

**DRAFT**

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CALL TO ORDER

Meeting called to order: 11:00am

PUBLIC FORUM

Cynthia Stevens to preside over meeting in James Higdon's absence.

READING OF MINUTES

FINANCE ITEMS

Anti-Fraud packet presented. Read and discussed. Motion made by Cynthia Stevens to accept anti-fraud packet with no findings, motion seconded by Sue Higdon, approved unanimously, 2-0.

ITEMS FROM THE ADMINISTRATOR

NSLP audit was completed this school year.

New copier to be delivered soon. Motion made by Cynthia Stevens to allow CPC to dispose of old copier, motion seconded by Sue Higdon, approved unanimously, 2-0.

Sherry Bailey presented the 2021-2022 final budget. Discussion. Motion made by Cynthia Stevens to accept budget as presented, motion seconded by Sue Higdon, approved unanimously, 2-0.

Sherry Bailey presented the budget for 2022-2023 and stated this budget includes \$2,000 staff other than teachers, \$5 a day raise for bus drivers. Motion made by Sue Higdon to accept presented budget with raises, motion seconded by Cynthia Stevens, approved unanimously, 2-0.

Mrs. Bailey presented categories for Capital Outlay expenditures as in previous years. Motion made by Sue Higdon to accept the Capital outlay expenditures as previously stated, motioned seconded by Cynthia Stevens, approved unanimously, 2-0.

Mrs. Bailey presented Out of Field Teachers for the 2022-2023 school year. Employee #1205 Out of field for Reading while completing the reading endorsement, Employees #1216 and #1218 out of field while completing the Gifted endorsement, and Employee #1223 out of field for Science. Motion made by Cynthia Stevens to accept Mrs. Bailey's Out of Field recommendations, motion seconded by Sue Higdon, approved unanimously, 2-0.

#### ITEMS FROM BOARD MEMBERS

#### NEW BUSINESS

#### ANNOUNCEMENTS

Next meeting scheduled August 2, 2022 at 11:00am

ADJOURNMENT meeting adjourned at 11:35am.

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Elizabeth A. Wass  
Recording Secretary

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James Higdon  
President

cc: BAS Board Members