



Board of Directors Meeting Minutes

January 17, 2024

- I. **Call to Order:** By Mike Aitcheson at 6:02 p.m.
- II. **Roll Call:** Mike Aitcheson (Chair- Present), Dave Dixon (Secretary- Via phone), (Paula Harman-Present)
- III. **Others:** Andrew Kinlock (Principal-Present), Via phone Meera Patel (VP Business Dev- via phone)
- IV. **Quorum:** A quorum was established.
- V. **Minutes:**
Read and approved minutes. Mike Aitcheson motioned to accept and Dave Dixon seconded. All approved, none opposed.
- VI. **Old Business:**
 - a. None**New Business:**
 - a. Principal reported that the ASA Raptor system was hacked.
 - b. Principal reported that the Public Adjuster Attorney wants 30% down to fight the case.
 - c. Principal reported that ASA will commence roof work after the permits are received approve by Coral Spring.
 - d. Principal reported that we are working Arbitrage Management Group for the Treasury Bond.
 - e. Principal reported that the ASA maintenance team continues to do minor repairs to the building.
 - f. Principal reported that the cleaning staff continues to disinfect the buildings.
 - g. Vice-Chair reported that she will review the quote for desk top for both schools.
 - h. Chair reported that he continues to work with local office for sites.
- VII. **Business Managers Financial Report:**
 - a. VP of Business Development reported that the ASA Monthly Financial Report was sent out to all Board members for their review.
 - b. VP of Business Development reported that ASA Accounting Company has been running a Profit/Loss analysis.
- VII. **Principal Report**
 - A. The Principal reported that ASA is working on getting the new roof.
 - B. The Principal reported that ASA is preparing students for testing.

Action and Discussion Items:

Courtesy of the Floor: Members of the public who wish to address the Board about an item on the agenda must submit a request form and will have a minimum amount of time (3 minutes) to speak at the discretion of the Board Chair. The Board will not address the presenter or take action at this time.

a. No public comment

VIII. Next BOD meeting

b. February 21, 2024

IX. Adjournment:

Motion to adjourn by Michael Aitcheson and Dave Dixon seconded. All approved, none opposed Meeting adjourned at 6:28 pm.

The undersigned hereby certifies that he/she is an Officer and/or Director of Academic Solutions Academy, INC. a not-for-profit corporation organized and existing under the laws of the State of Florida, and that the above is a true and correct copy of the meeting minutes of the Board of Directors of said corporation.

The Board of Directors adopted the minutes at a meeting held on 1/17/24

ACADEMIC SOLUTIONS ACADEMY, INC.

A Florida not-for-profit corporation

By: Michael A. Aitcheson

Date: 2/21/24



Board of Directors Meeting Minutes

March 20, 2024

- I. **Call to Order:** By Mike Aitcheson at 6:01 p.m.
- II. **Roll Call:** Mike Aitcheson (Chair- Present), Dave Dixon (Secretary- Via phone), (Paula Harman-Present)
- III. **Others:** Andrew Kinlock (Principal-Present), Via phone Meera Patel (VP Business Dev- via phone)
- IV. **Quorum:** A quorum was established.
- V. **Minutes:**
Read and approved minutes. Mike Aitcheson motioned to accept and Dave Dixon seconded. All approved, none opposed.
- VI. **Old Business:**
 - a. None**New Business:**
 - a. Principal reported that the ASA Coral Spring issued the permit for the roof.
 - b. Principal reported that the roofing company started working on the roof.
 - c. Principal reported that ASA IT folks are working of the Classroom Clocks.
 - d. Principal reported ASA security team is working well with troubled students.
 - e. Principal reported that the ASA maintenance team continues to do minor repairs.
 - f. Principal reported that the cleaning staff continues to disinfect the buildings.
 - g. Vice-Chair reported that all buildings will be going through that Safe Inspection.
 - h. Vice-chair reported that the building is in great condition considering all the recent renovations.
 - i. Chair reported that he will review the requirements for the Building Inspection.
 - j. Principal reported that Coral Spring will come out and re-inspect the Building after the roof is completed.
- VII. **Business Managers Financial Report:**
 - a. VP of Business Development reported that the ASA Monthly Financial Report was sent out to all Board members for their review.
 - b. VP of Business Development reported that ASA Accounting Company has been running a Profit/Loss analysis.
- VII. **Principal Report**
 - A. The Principal reported that ASA is working on book bag in school.
 - B. The Principal reported that ASA is preparing students for testing especially PM2.

Action and Discussion Items:

1. **Approved:** The Board unanimously approved Academic Solutions Academy High School (5028) and Academic Solutions Academy-A (5233) to pay All American Gutter to replace gutter. Motion by Dixon; Second by Aitcheson.
2. **Approved:** The Board unanimously approved Academic Solutions Academy High School (5028) and Academic Solutions Academy-A (5233) to All Phase Roofing for the roof replacement Motion by Dixon; Second by Aitcheson.
3. **Approved:** The Board unanimously approved Academic Solutions Academy High School (5028) and Academic Solutions Academy-A (5233) to pay the expenses related to the Principal's lessons, equipment, materials, and any other necessary resources at Delray Shooting Range to successfully complete the Guardian Program. Motion by Dixon; Second by Aitcheson.
4. **Approved:** The Board unanimously approved Academic Solutions Academy High School (5028) and Academic Solutions Academy-A (5233) to pay Bonded Lighting Protection to replace lightening rod on the roof. Motion by Dixon; Second by Aitcheson.

Courtesy of the Floor: Members of the public who wish to address the Board about an item on the agenda must submit a request form and will have a minimum amount of time (3 minutes) to speak at the discretion of the Board Chair. The Board will not address the presenter or take action at this time.

a. No public comment

VIII. Next BOD meeting

b. March 20, 2024

IX. Adjournment:

Motion to adjourn by Michael Aitcheson and Dave Dixon seconded. All approved, none opposed Meeting adjourned at 6:29 pm.

The undersigned hereby certifies that he/she is an Officer and/or Director of Academic Solutions Academy, INC. a not-for-profit corporation organized and existing under the laws of the State of Florida, and that the above is a true and correct copy of the meeting minutes of the Board of Directors of said corporation.

The Board of Directors adopted the minutes at a meeting held on 3/20/24

ACADEMIC SOLUTIONS ACADEMY, INC.

A Florida not-for-profit corporation

By: 

Date: 4/17/24



Board of Directors Meeting Minutes

April 17, 2024

- I. **Call to Order:** By Mike Aitcheson at 6:02 p.m.
- II. **Roll Call:** Mike Aitcheson (Chair- Present), Dave Dixon (Secretary- Via phone), (Paula Harman-Present)
- III. **Others:** Andrew Kinlock (Principal-Present), Via phone Meera Patel (VP Business Dev- via phone)
- IV. **Quorum:** A quorum was established.
- V. **Minutes:**
Read and approved minutes. Mike Aitcheson motioned to accept and Dave Dixon seconded. All approved, none opposed.
- VI. **Old Business:**
 - a. None**New Business:**
 - a. Principal reported that the ASA roof is completed, just waiting for final inspection.
 - b. Principal reported that Vape Detectors were installed in the school.
 - c. Principal reported that ASA had a College/ Job Fair.
 - d. Principal reported ASA security team found some students trying to bring vape on campus.
 - e. Principal reported that the ASA maintenance team continues to do minor repairs.
 - f. Principal reported that the cleaning staff continues to disinfect the buildings.
 - g. Vice-Chair reported that she will get on the roof once the work is completed.
 - h. Chair reported that he was with the local commissioner to see the possibility of the new site.
 - i. Chair reported that he was at the College Fair and enjoyed the event. Many of the students were engaged.
 - j. Principal reported that Coral Spring Municipal will come out and redo the 25 25-year building Inspection.
- VII. **Business Managers Financial Report:**
 - a. VP of Business Development reported that the ASA Monthly Financial Report was sent out to all Board members for their review.
 - b. VP of Business Development reported that ASA Accounting Company has been running a Profit/Loss analysis.
 - c. VP of Business Development reported that she is working with Auditor to commence the annual audit.
- VII. **Principal Report**
 - A. The Principal reported that ASA is working on graduation.
 - B. The Principal reported that ASA is preparing students for testing especially PM3.

C. The Principal reported that many students at ASA is working on course completion.

Action and Discussion Items:

Courtesy of the Floor: Members of the public who wish to address the Board about an item on the agenda must submit a request form and will have a minimum amount of time (3 minutes) to speak at the discretion of the Board Chair. The Board will not address the presenter or take action at this time.

a. No public comment

VIII. Next BOD meeting

b. May 15, 2024

IX. Adjournment:

Motion to adjourn by Michael Aitcheson and Dave Dixon seconded. All approved, none opposed Meeting adjourned at 6:26 pm.

The undersigned hereby certifies that he/she is an Officer and/or Director of Academic Solutions Academy, INC. a not-for-profit corporation organized and existing under the laws of the State of Florida, and that the above is a true and correct copy of the meeting minutes of the Board of Directors of said corporation.

The Board of Directors adopted the minutes at a meeting held on 4/17/24

ACADEMIC SOLUTIONS ACADEMY, INC.

A Florida not-for-profit corporation

By: Mark A. Cohen

Date: 5/15/24



Board of Directors Meeting Minutes

July 17, 2024

- I. **Call to Order:** By Mike Aitcheson at 6:01 p.m.
- II. **Roll Call:** Mike Aitcheson (Chair- Present), Dave Dixon (Secretary- Via phone), (Paula Harman-Present)
- III. **Others:** Andrew Kinlock (Principal-Present), Via phone Meera Patel (VP Business Dev- via phone)
- IV. **Quorum:** A quorum was established.
- V. **Minutes:**
Read and approved minutes. Mike Aitcheson motioned to accept and Dave Dixon seconded. All approved, none opposed.
- VI. **Old Business:**
 - a. None**New Business:**
 - a. Principal reported that ASA will need to charter a school bus.
 - c. Principal reported that ASA is preparing for the new school year.
 - d. Principal reported ASA replaced the water cut-off valve to the building.
 - e. Principal reported that the ASA maintenance team continues to do minor repairs.
 - f. Principal reported that the cleaning staff continues to disinfect the buildings.
 - g. Vice-Chair reported she will go on the roof to see new roof plus lighting rods.
 - h. Chair reported that he attended and spoke at the graduation.
 - i. Chair reported that he met many of the parents after the ceremony.
- VII. **Business Managers Financial Report:**
 - a. VP of Business Development reported that the ASA Monthly Financial Report was sent out to all Board members for their review.
 - b. VP of Business Development reported that ASA Accounting Company has been running a Profit/Loss analysis.
 - c. VP of Business Development reported that she is working with Auditor to commence the annual audit.
- VII. **Principal Report**
 - A. The Principal reported that ASA is working is conducting teacher hiring.
 - B. The Principal reported that ASA is preparing to rebuild PowerSchool.
 - C. The Principal reported that ASA is working on implementing FOCUS.

Action and Discussion Items:

- I. **Approved:** The Board unanimously approved ASA (5028) and ASA-A (5233) to disburse payment for the Annual Audits. Motion by Aitcheson; Second by Dixon.
- II. **Approved:** The Board unanimously approved ASA (5028) and ASA-A (5233) to disburse payment for the Lightning Rods of the roof. Motion by Aitcheson; Second by Dixon.
- III. **Approved:** The Board unanimously approved ASA (5028) to accept Home Depot settlement agreement for the replacement of the gym door. Motion by Aitcheson; Second by Dixon.
- IV. **Approved:** The Board unanimously approved ASA (5028) and ASA-A (5233) to purchase gym equipment for the weight room. Motion by Aitcheson; Second by Dixon.
- V. **Approved:** The Board unanimously approved ASA (5028) and ASA-A (5233) to disburse payment for the Guard Booth. Motion by Aitcheson; Second by Dixon.
- VI. **Approved:** The Board unanimously approved ASA (5028) and ASA-A (5233) to charter a school bus for the 2024-2025 school year. Motion by Aitcheson; Second by Dixon.

Courtesy of the Floor: Members of the public who wish to address the Board about an item on the agenda must submit a request form and will have a minimum amount of time (3 minutes) to speak at the discretion of the Board Chair. The Board will not address the presenter or take action at this time.

a. No public comment

VIII. **Next BOD meeting**

b. August 21, 2024

IX. **Adjournment:**

Motion to adjourn by Michael Aitcheson and Dave Dixon seconded. All approved, none opposed Meeting adjourned at 6:41 pm.

The undersigned hereby certifies that he/she is an Officer and/or Director of Academic Solutions Academy, INC. a not-for-profit corporation organized and existing under the laws of the State of Florida, and that the above is a true and correct copy of the meeting minutes of the Board of Directors of said corporation.

The Board of Directors adopted the minutes at a meeting held on 7/17/24

ACADEMIC SOLUTIONS ACADEMY, INC.

A Florida not-for-profit corporation

By: 

Date: 8/21/24



Board of Directors Meeting Minutes

August 21, 2024

- I. **Call to Order:** By Mike Aitcheson at 6:03 p.m.
- II. **Roll Call:** Mike Aitcheson (Chair- Present), Dave Dixon (Secretary- Via phone), (Paula Harman-Present)
- III. **Others:** Andrew Kinlock (Principal-Present), Via phone Meera Patel (VP Business Dev- via phone)
- IV. **Quorum:** A quorum was established.
- V. **Minutes:**
Read and approved minutes. Mike Aitcheson motioned to accept and Dave Dixon seconded. All approved, none opposed.

VI. **Old Business:**

- a. None

New Business:

- a. Principal reported that ASA is working on updating the SIS system.
- b. Principal reported that ASA is preparing for the new school year.
- c. Principal reported ASA turned the weight room into a math class.
- d. Principal reported that the ASA maintenance team continues to do minor repairs.
- e. Principal reported that the cleaning staff continues to disinfect the buildings.
- f. Chair reported that he will visit the school before the month is over.

VII. **Business Managers Financial Report:**

- a. VP of Business Development reported that the ASA Monthly Financial Report was sent out to all Board members for their review.
- b. VP of Business Development reported that ASA Accounting Company has been running a Profit/Loss analysis.
- c. VP of Business Development reported that she is working with Auditor to commence the annual audit.

VII. **Principal Report**

- A. The Principal reported that ASA is working is conducting teacher training.
- B. The Principal reported that ASA is fine-tuning and preparing the teacher schedule.
- C. The Principal reported that ASA is working on FOCUS implementation.

Action and Discussion Items:

Courtesy of the Floor: Members of the public who wish to address the Board about an item on the agenda must submit a request form and will have a minimum amount of time (3 minutes) to speak at the discretion of the Board Chair. The Board will not address the presenter or take action at this time.

a. No public comment

VIII. Next BOD meeting

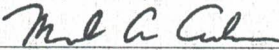
b. September 18, 2024

IX. Adjournment:

Motion to adjourn by Michael Aitcheson and Dave Dixon seconded. All approved, none opposed Meeting adjourned at 6:38 pm.

The undersigned hereby certifies that he/she is an Officer and/or Director of Academic Solutions Academy, INC. a not-for-profit corporation organized and existing under the laws of the State of Florida, and that the above is a true and correct copy of the meeting minutes of the Board of Directors of said corporation.

The Board of Directors adopted the minutes at a meeting held on 8/21/24
ACADEMIC SOLUTIONS ACADEMY, INC.
A Florida not-for-profit corporation

By: 

Date: 9/18/24



Board of Directors Meeting Minutes

November 20, 2024

- I. **Call to Order:** By Mike Aitcheson at 6:00 p.m.
- II. **Roll Call:** Mike Aitcheson (Chair- Present), Dave Dixon (Secretary- Via phone), (Paula Harman-Present)
- III. **Others:** Andrew Kinlock (Principal-Present), Via phone Meera Patel (VP Business Dev- via phone)
- IV. **Quorum:** A quorum was established.
- V. **Minutes:**
Read and approved minutes. Mike Aitcheson motioned to accept and Dave Dixon seconded. All approved, none opposed.

VI. **Old Business:**

- a. None

New Business:

- a. The principal reported that ASA is working on replacing the broken camera.
- b. The principal reported that the student is kicking the soccer ball aiming to break cameras.
- c. Principal reported that ASA is working on APR deficiencies.
- d. Principal reported that the new AC company found a fault with the new AC on the Roof.
- e. Principal reported that he is working with the previous AC company to rectify the problem.
- f. Principal reported that ASA maintenance is replacing damaged ceiling tiles.
- g. Principal reported that the ASA maintenance team continues to do minor repairs.
- h. Principal reported that the cleaning staff continues to disinfect the buildings.
- i. Chair reported that he found a potential site in Ft. Lauderdale.
- j. Chair reported that the attorneys are working on the details of the site.
- k. Chair and Vice Chair reported that they will attend the ASA College Fair.

VII. **Business Managers Financial Report:**

- a. VP of Business Development reported that the ASA Monthly Financial Report was sent out to all Board members for their review.
- b. VP of Business Development reported that ASA Accounting Company has been running a Profit/Loss analysis.
- c. VP of Business Development reported that she is vetting new Benefits Company as Staff Link raises their insurance by 40%

VII. **Principal Report**

- A. The Principal reported that ASA is preparing students for testing
- B. The Principal reported that ASA is working is attendance with students
- C. The Principal reported that ASA is working on implementing FOCUS.

Action and Discussion Items:

Approved: The Board unanimously approved Academic Solutions Academy High School (5028) and Academic Solutions Academy-A (5233 School Improvement Plan (SIP). Motion by Aitcheson; Second by Dixon

Approved: The Board unanimously approved Academic Solutions Academy High School (5028) and Academic Solutions Academy-A (5233) Teacher Salary Increase Allocation and Salary Schedule. Motion by Aitcheson; Second by Dixon

Courtesy of the Floor: Members of the public who wish to address the Board about an item on the agenda must submit a request form and will have a minimum amount of time (3 minutes) to speak at the discretion of the Board Chair. The Board will not address the presenter or take action at this time.

a. No public comment

VIII. Next BOD meeting

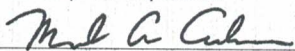
b. December 18, 2024

IX. Adjournment:

Motion to adjourn by Michael Aitcheson and Dave Dixon seconded. All approved, none opposed Meeting adjourned at 6:39 pm.

The undersigned hereby certifies that he/she is an Officer and/or Director of Academic Solutions Academy, INC. a not-for-profit corporation organized and existing under the laws of the State of Florida, and that the above is a true and correct copy of the meeting minutes of the Board of Directors of said corporation.

The Board of Directors adopted the minutes at a meeting held on 11/20/24
ACADEMIC SOLUTIONS ACADEMY, INC.
A Florida not-for-profit corporation

By: 

Date: 12/18/24



Board of Directors Meeting Minutes

December 18, 2024

- I. **Call to Order:** By Mike Aitcheson at 6:00 p.m.
- II. **Roll Call:** Mike Aitcheson (Chair- Present), Dave Dixon (Secretary- Via phone), (Paula Harman-Present)
- III. **Others:** Andrew Kinlock (Principal-Present), Via phone Meera Patel (VP Business Dev- via phone)
- IV. **Quorum:** A quorum was established.
- V. **Minutes:**
Read and approved minutes. Mike Aitcheson motioned to accept and Dave Dixon seconded. All approved, none opposed.
- VI. **Old Business:**
 - a. None**New Business:**
 - a. The principal reported that ASA a new company conducted Roof and AC inspection.
 - b. The principal reported that based on the inspection Roofing company had to do some repairs.
 - c. The Principal reported that the roofing company repaired the lightning rods that were lifting.
 - d. The principal reported that ASA is working with Century 21 to repair fire panel
 - e. The principal reported that the ASA maintenance team continues to do minor repairs.
 - f. The Principal reported that the cleaning staff continues to disinfect the buildings.
 - g. The Chair reported that the attorneys continues to negotiate potential sites.
 - h. The Chair and Vice Chair reported that will attend the ASA Holiday lunch for staff.
- VII. **Business Managers Financial Report:**
 - a. VP of Business Development reported that the ASA Monthly Financial Report was sent out to all Board members for their review.
 - b. VP of Business Development reported that ASA Accounting Company has been running a Profit/Loss analysis.
 - c. VP of Business Development reported that she is vetting a new Benefits Company as Staff Link raises their insurance by 40%. The search continues.
- VII. **Principal Report**
 - A. The Principal reported that ASA is preparing events for the holidays for students.
 - B. The Principal reported that ASA collected canned food etc. for students in need.
 - C. The Principal reported that ASA the school drive was re-done.

Action and Discussion Items:

Courtesy of the Floor: Members of the public who wish to address the Board about an item on the agenda must submit a request form and will have a minimum amount of time (3 minutes) to speak at the discretion of the Board Chair. The Board will not address the presenter or take action at this time.

a. No public comment

VIII. Next BOD meeting

b. January 15, 2024

IX. Adjournment:

Motion to adjourn by Michael Aitcheson and Dave Dixon seconded. All approved, none opposed Meeting adjourned at 6:29 pm.

The undersigned hereby certifies that he/she is an Officer and/or Director of Academic Solutions Academy, INC. a not-for-profit corporation organized and existing under the laws of the State of Florida, and that the above is a true and correct copy of the meeting minutes of the Board of Directors of said corporation.

The Board of Directors adopted the minutes at a meeting held on 12/18/24

ACADEMIC SOLUTIONS ACADEMY, INC.

A Florida not-for-profit corporation

By: 

Date: 12/18/24