



"Building Leaders through Education, Health, Wellness, Family and Community"

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**MINUTES of the Nap Ford Community School, Inc. Board of Trustees  
Serving Nap Ford Community School and Legends Academy  
Meeting Date: Tuesday, July 16, 2024**

**Call to Order:** The monthly board meeting of the Nap Ford Community School, Inc. Board of Trustees was held on Tuesday, July 16, 2024. The meeting convened at 4:02 pm with Chair Levin presiding. **Present:** Judith Levin, Robert Duncan, Rebecca Ford and Executive Director Jennifer Porter Smith.

**Consent:**

- a. It was moved by Trustee Ford and seconded by Trustee Duncan to approve the board minutes from July 1, 2024. Motion approved: 3-0
- b. It was moved by Trustee Ford and seconded by Trustee Duncan to approve the 2024-2025 school calendar. Motion approved: 3-0
- c. It was moved by Trustee Ford and seconded by Trustee Duncan to approve utilization of the OCPS Mental Health Services plan. Motion approved: 3-0
- d. It was moved by Trustee Ford and seconded by Trustee Duncan to approve the reappointment of returning staff for 2024-2025. Motion approved: 3-0

**Report: Finance**

Susan Ehrhart provided an update on the finances and projections.

**Committee Reports:**

- a. Educational Environment: An update was provided on the following items:
  1. Lease negotiations are progressing for the lower campus
  2. Update on discussions regarding potential property buyer and general contractor

**Executive Director**

Dr. Porter Smith provided updates on the 2024-2025 enrollment and staffing. An update was also provided on the July 27 Back to School Bash event and the October fundraising event. Dr. Porter Smith also provided a summary of the pre-planning events for the week of August 5 in preparation for students returning on August 12.

It was moved by Trustee Ford and seconded by Trustee Duncan to adjourn the meeting at 5:25 PM

**Board Chair**

Dr. Levin discussed the need for increasing board membership and that it will be a future board meeting item.

**Adjournment**

It was moved by Trustee Ford and seconded by Trustee Duncan to adjourn the meeting at 5:05 pm. Motion approved 3-0



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**MINUTES of the Nap Ford Community School, Inc. Board of Trustees  
Serving Nap Ford Community School and Legends Academy  
Meeting Date: Tuesday, August 20, 2024**

**Call to Order:** The monthly board meeting of the Nap Ford Community School, Inc. Board of Trustees was held on Tuesday, August 20, 2024. The meeting convened at 3:30 pm with Chair Levin presiding. **Present:** Judith Levin, Robert Duncan, Rebecca Ford, and Executive Director Jennifer Porter Smith.

**Consent:**

- a. It was moved by Trustee Ford and seconded by Trustee Duncan to approve the board minutes from July 16, 2024. Motion approved: 3-0
- b. It was moved by Trustee Ford and seconded by Trustee Duncan to approve the personnel transaction. Motion approved: 3-0
- c. It was moved by Trustee Ford and seconded by Trustee Duncan to approve continuation of the Internet Safety Policy. Motion approved: 3-0

**Report: Finance**

Susan Ehrhart provided an update on the finances, budget, and projections.

**Committee Reports:**

- a. Educational Environment: An update was provided on the following items by Board Member Duncan
  1. Lease negotiations are progressing for the lower campus
  2. Update on discussions regarding potential property buyer and general contractor

**Executive Director**

Dr. Porter Smith provided updates on the 2024-2025 enrollment and staffing. At the next meeting, an update will be provided on the beginning of the school year data, instructional focus, and professional development.

**Adjournment**

It was moved by Trustee Ford and seconded by Trustee Duncan to adjourn the meeting at 5:08 pm. Motion approved 3-0

*Approved: October 1, 2024*

*Approval by: Board Members Duncan, Ford and Chair Levin*