

# Pataula Charter Academy, Inc (Serving Pataula Charter Academy and Spring Creek Charter Academy)

## May 2024 Board Meeting

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### Date and Time

Monday May 20, 2024 at 6:00 PM EDT

### Location

Spring Creek Charter Academy Lunchroom

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:00 PM</b>
<b>A.</b> Record Attendance			
<b>B.</b> Call the Meeting to Order			
<b>C.</b> Approve Agenda	Vote		
<b>D.</b> Approve Minutes	Approve Minutes		
Approve minutes for April 2024 Board Meeting on April 22, 2024			
<b>E.</b> Approve Executive Session Minutes	Vote		
<b>F.</b> Public Comment			
<b>G.</b> Executive Session - Personnel	Vote		
<b>II. Superintendent Report</b>			
<b>A.</b> PCA Resignations	FYI		
Effective end of the school year:			
- Lana McFather, High School ELA Teacher			

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<b>B.</b> PCA - New Hires for 24/25 SY - Kelsey Waigand, Teacher - Lisa Towns, Teacher	Vote		
<b>C.</b> SCCA - New Hires for 24/25 SY - Aaron Miller, Paraprofessional	Vote		
<b>D.</b> PCA - Operational CPF Dashboard - On target to meet on Operational CPF	FYI		
<b>E.</b> SCCA - Operational CPF Dashboard - On target to meet on Operational CPF	FYI		
<b>F.</b> Graduation Policy - new policy to include graduation diplomas for Student with Disabilities on GAA and add new diploma "seals" for students who complete a CTAE Pathway and/or Dual Enrollment (at least 4)	Vote		
<b>G.</b> Chaperone Duties and Responsibilities Policy amendment - Updated to include a statement that chaperones should get the Background Check approved prior to making payment for a field work trip and that we may not be able to reimburse payments if this is not followed. It also lists specific charges that may deny a chaperone/volunteer.	Vote		
<b>H.</b> Personnel Policies amendment - to add in new PPL requirements to begin July 1	Vote		
<b>I.</b> Assessment Policies and Procedures amendment - List of state and local tests updated - state required Universal Reading/Dyslexia screener added; MAP Reading Fluency deleted (state screener takes this place of this)	Vote		
<b>J.</b> Class Size Policy - amended to remove separate class size chart for SCCA	Vote		
<b>K.</b> Over-Time Pay for Non-Exempt Employees amendment	Vote		

- clarification on the definition of non-exempt employees and requirements

- L.** Progressive Discipline Policy amendment Vote  
 - amended to change wording from "written warning" to "written reprimand" and to reduce steps from 4 to 3 for escalated action.
- M.** Bullying Policy amendment Vote  
 - no content was changed; content was re-arranged for a more clear and concise understanding of the policy
- N.** Enrollment Policy amendment  
 - updated to include new rules under HB1122

**III. CFO/Business Director Report**

- A.** Pataula - Monthly Financial Reports FYI  
 Reports through March 2024
- B.** SCCA -Monthly Financial Reports FYI  
 Financial Reports & CPF Review through March 2024
- C.** Staff Retention Bonuses Vote
- D.** Pataula - SRO Vehicle Vote  
 Vote to approve purchase of a 2015 Ford Explorer from Montgomery Toyota totalling \$22,889.50 - this will nullify previous vote at the March meeting. The vehicle sold before we could purchase it in March
- E.** SCCA - Termination of School Nutrition Vote  
 Employee

**IV. Governance Committee Report**

- A.** Annual Board Self-Assessment FYI  
 -Don't forget to complete the Annual Board Assessment if you have not done so.
- B.** Governing Board Retreat Discuss  
 - Set for Friday, September 20  
 \*If you have not already please confirm which nights you will be staying, so we can start making the arrangements with Callaway.

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**V. Academic Committee Report**

**VI. Ad Hoc Superintendent/CFO Evaluation Committee**

**A. FY24 Supt/CFO Evaluations**

FYI

- Surveys have been sent to all Board members who served the entire 23-24 SY. The final report will be created by the Committee Chair once all surveys are completed and data is reviewed.

**VII. Closing Items**

**A. Adjourn Meeting**

Vote