

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

## Minutes

### August Board Meeting

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#### **Date and Time**

Monday August 24, 2020 at 6:00 PM

#### **Location**

The August board meeting will be held in the PCA lunchroom to allow for social distancing. Masks should be worn. There will be no virtual or call-in option.

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#### **Directors Present**

B. Brock, E. Lenz, J. Sanders, R. Collins, R. Lane, T. Bruner

#### **Directors Absent**

D. Hendrickson

#### **Ex Officio Members Present**

C. Weathersby

#### **Non Voting Members Present**

C. Weathersby

#### **Guests Present**

L. Adkinson, R. Beamon

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### **I. Opening Items**

#### **A. Record Attendance**

#### **B. Call the Meeting to Order**

T. Bruner called a meeting of the board of directors of Pataula Charter Academy, Inc (Serving Pataula Charter Academy and Spring Creek Charter Academy) to order on Monday Aug 24, 2020 at 6:38 PM.

### C. Approve Minutes

R. Lane made a motion to approve the minutes from July 2020 Board Meeting on 07-20-20.

E. Lenz seconded the motion.

The board **VOTED** to approve the motion.

#### Roll Call

R. Lane	Aye
R. Collins	Aye
D. Hendrickson	Absent
J. Sanders	Aye
E. Lenz	Aye
T. Bruner	Abstain
B. Brock	Aye

### D. Approve Agenda

R. Collins made a motion to Approve the Agenda with no additions or corrections.

R. Lane seconded the motion.

The board **VOTED** to approve the motion.

#### Roll Call

R. Collins	Aye
D. Hendrickson	Absent
E. Lenz	Aye
T. Bruner	Abstain
J. Sanders	Aye
R. Lane	Aye
B. Brock	Aye

### E. Public Comment

There was no public comment.

### F. Public Comment on FY21 Amended Budgets

There was no public comment on the FY 21 Amended Budgets.

## II. Superintendent Report

### A. Executive Session

J. Sanders made a motion to enter Executive Session at 6:41 PM to discuss the appointment, employment, compensation, hiring, disciplinary action, or dismissal or periodic evaluation or rating of a public officer or employee, but not when receiving evidence or hearing argument on charges filed to determine disciplinary action.

R. Collins seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

- E. Lenz           Aye
- D. Hendrickson Absent
- J. Sanders       Aye
- R. Collins       Aye
- T. Bruner        Abstain
- R. Lane           Aye
- B. Brock         Aye

Executive Session was exited at 6:54 PM.

**B. COVID-19 Re-Entry Plan**

The Board previously approved School Re-entry Plan: Scenario B. K-8 students would return to traditional school 5 days a week with enhanced preventative practices and social distancing. High School students would Distance Learn for the first grading period with re-evaluation before the October break. Students who were unsure of returning to traditional school were allowed the option to Distance Learn for the First Semester. Due to the unexpected number of students who chose to Distance Learn the first semester, school administration sees the need for teachers to have more time to manage Distance Learning students, provide engaging lesson plans, and ensure their classroom is cleaned and sanitized regularly. Therefore, school administration is requesting the Re-entry Plan: Scenario B be amended to a 4 day school week for K-8 traditional learners. This will give K-8 teachers Fridays to manage Distance Learning students, work on lesson plans, and ensure their classroom is cleaned and sanitized as required by our enhanced preventative practices.

R. Lane made a motion to Approve Re-Entry Plan:Scenario B with the amended 4 day school week for K-8 traditional learners.

R. Collins seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

- D. Hendrickson Absent
- E. Lenz           Aye
- J. Sanders       Aye
- B. Brock         Aye
- R. Collins       Aye
- T. Bruner        Abstain
- R. Lane           Aye

Reagen presented the Board with the COVID-19 Day to Day Operations for PCA Fall Sports 2020. Zach Mauldin, Athletic Director assured the board this plan would not be less restrictive at any time and could become more restrictive if needed. The students and parents want sports to continue and the athletic staff is committed to the health and safety of all athletes. Mrs. Beamon and the athletic staff are requesting the Board formally approve the Day to Day Operations Plan and the continuation of Fall Sports.

R. Lane made a motion to Approve the Day to Day Operations Plan for PCA Fall Sports 2020 and the continuation of Fall Sports.

J. Sanders seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

B. Brock	Aye
T. Bruner	Abstain
D. Hendrickson	Absent
R. Lane	Aye
R. Collins	Aye
J. Sanders	Aye
E. Lenz	Aye

**C. PCA/SCCA - Pandemic Coordinator Hire**

The Superintendent recommends Kara Fenn for the Pandemic Coordinator position previously approved by the Board. She will be housed at PCA and take on the duties of school nurse for PCA as well as District Pandemic Coordinator

E. Lenz made a motion to approve the hire of Kara Fenn to fill the Pandemic Coordinator position.

J. Sanders seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

J. Sanders	Aye
R. Lane	Aye
B. Brock	Aye
E. Lenz	Aye
D. Hendrickson	Absent
T. Bruner	Abstain
R. Collins	Aye

**D. SCCA - School Nurse Hire**

Requirements of DPH and enhanced preventative measures due to COVID made the need for a School Nurse at SCCA apparent. The superintendent recommends the hire of Regena Temples, LPN to fill the School Nurse at SCCA position. The SCCA nurse will be working under the supervision of the District Pandemic Coordinator.

E. Lenz made a motion to hire Regena Temples to fill the School Nurse position at SCCA.

R. Collins seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

E. Lenz	Aye
R. Lane	Aye
J. Sanders	Aye

**Roll Call**

R. Collins Aye  
T. Bruner Abstain  
D. Hendrickson Absent  
B. Brock Aye

**III. Facilities/Finance**

**A. PCA FY 21 Amended General Operating Budget**

The Finance Committee approved the PCA FY 21 Amended General Operating Budget which includes funds for the Pandemic Coordinator Position as well as the 11% State budget cuts. They present it for Board approval.

E. Lenz made a motion to to Approve the PCA FY 21 Amended General Operating Budget.

J. Sanders seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

R. Collins Aye  
R. Lane Absent  
B. Brock Aye  
J. Sanders Aye  
T. Bruner Aye  
E. Lenz Aye  
D. Hendrickson Absent

**B. Pataula - CPF Financial Assessment Reports**

The Finance Committee reviewed the CPF Financial Assessment Reports ending June 30, 2020. There were no COVID related expenses in this time frame. PCA overspent the budget by 4%.

**C. PCA - Bus Monitor Positions**

COVID 19 enhanced preventative measures make it necessary to hire additional part-time bus monitors for PCA. We have 6 bus routes, the driver cannot monitor students and be off the bus taking student temperatures as well. The Personnel Committee is requesting the Board approve the hiring of two additional part-time bus monitors for PCA.

R. Collins made a motion to approve the hiring to 2 additional bus monitors for PCA.

R. Lane seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

D. Hendrickson Absent  
J. Sanders Aye  
E. Lenz Aye  
R. Lane Aye

**Roll Call**

B. Brock Aye  
R. Collins Aye  
T. Bruner Abstain

**D. SCCA FY 21 Amended General Operating Budget**

The Finance Committee approved the SCCA FY 21 Amended General Operating Budget. The amended budget includes inserted revenue from the Replication Grant and the funds for the school nurse position. The committee presents it for Board approval.

R. Collins made a motion to approve the SCCA FY 21 Amended General Operating Budget.

E. Lenz seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

E. Lenz Aye  
R. Collins Aye  
B. Brock Aye  
J. Sanders Aye  
D. Hendrickson Absent  
R. Lane Aye  
T. Bruner Abstain

**E. Spring Creek - CPF Financial Assessment Reports**

The Finance Committee reviewed the CPF Financial Assessment Reports ending June 30, 2020. There were no COVID related expenses in this time frame. SCCA under-spent 10%.

**F. SCCA - New Modular Building Construction Change**

There will be a new Fire Inspection at SCCA on Thursday, August 27, 2020. There has been a lot of rain at SCCA and you can't put in the septic tank during rain. The start date for SCCA has been pushed back to Monday, August 31, 2020 due to construction delays. Cheryl Weathersby presented the board with a change order from the modular company. The changes are for the sprinkler system and the ADA access. The change order for the sprinkler system will cost \$9750 to re-design the system to eliminate the need for a booster pump. The ADA change will also add additional decking \$7,878. Both of these items will be paid out of the Walton Grant. Cheryl is asking for Board approval of the Construction Change Order.

E. Lenz made a motion to approved the Construction Change Order for the New Modular Building at SCCA.

R. Collins seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

D. Hendrickson Absent

**Roll Call**

R. Collins      Aye  
 B. Brock        Aye  
 J. Sanders      Aye  
 T. Bruner       Abstain  
 E. Lenz          Aye

**G. SCCA Land Purchase**

Dollar General has made an offer the purchase 2 acres of land from SCCA for the purchase price of \$150,000. The have agreed to restrict the sale of guns and alcohol close to the school. Cheryl has sent the new agreement to the attorney. She is not in favor of the sale due to growth concerns and the sale could cause a burden later on. Some board members expressed concern also. She will contact Dollar General again in regards to more incentives to sell.

**H. SCCA - Full time custodian position**

Cheryl is requesting the Board change the part-time custodial position previously approved to a full time position. Cleaning and sanitizing procedures for COVID-19 as well as the additional building contribute to the need for this change. Blake asked if a Service Company would be an alternative, they usually carry Liability insurance in the amount of \$1,000,000. Cheryl will ask SCCA administrators to check in to this alternative if a custodian cannot be hired.

E. Lenz made a motion to approve the Full Time Custodian position at SCCA.

B. Brock seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

R. Lane          Aye  
 B. Brock        Aye  
 R. Collins      Aye  
 D. Hendrickson Absent  
 T. Bruner       Abstain  
 J. Sanders      Aye  
 E. Lenz          Aye

**IV. Governance**

**A. Amended Gifted Policy**

E. Lenz made a motion to approve the Amended Gifted Policy.

R. Lane seconded the motion.

Amended due to changes in the law.

The board **VOTED** to approve the motion.

**Roll Call**

R. Collins      Aye

**Roll Call**

B. Brock Aye  
R. Lane Aye  
J. Sanders Aye  
E. Lenz Aye  
D. Hendrickson Absent  
T. Bruner Abstain

**B. Amended Personnel Policy**

E. Lenz made a motion to approved the Amended Personnel Policy.

R. Lane seconded the motion.

Amended due to changes in the law.

The board **VOTED** to approve the motion.

**Roll Call**

B. Brock Aye  
J. Sanders Aye  
R. Lane Aye  
R. Collins Aye  
D. Hendrickson Absent  
E. Lenz Aye  
T. Bruner Abstain

**C. Amended Child Abuse Policy**

E. Lenz made a motion to approve the Amended Child Abuse Policy.

R. Lane seconded the motion.

Amended due to changes in the law.

The board **VOTED** to approve the motion.

**Roll Call**

T. Bruner Abstain  
E. Lenz Aye  
J. Sanders Aye  
R. Lane Aye  
R. Collins Aye  
B. Brock Aye  
D. Hendrickson Absent

**D. New Governing Board Member(s)**

Prior to the meeting the Board interviewed two candidates for open member positions. Beth Miller, an educator in Seminole County whose child attends SCCA and Rochelle Sapp, UGA Extension Staff whose child will attend PCA. These have been the only candidates to apply for open Board seats since advertised.

E. Lenz made a motion to approve the appointment of Beth Miller and Rochelle Sapp to the Board.



R. Collins seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

B. Brock	Aye
E. Lenz	Aye
D. Hendrickson	Absent
R. Lane	Aye
R. Collins	Aye
T. Bruner	Aye
J. Sanders	Aye

**V. Closing Items**

**A. Adjourn Meeting**

R. Collins made a motion to Adjourn the meeting.

R. Lane seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

R. Collins	Aye
J. Sanders	Aye
B. Brock	Aye
D. Hendrickson	Absent
T. Bruner	Abstain
R. Lane	Aye
E. Lenz	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:38 PM.

Respectfully Submitted,

T. Bruner