APPROVED

# Pataula Charter Academy

# Minutes

## August Board Meeting

**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.

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

**Directors Absent**
D. Hendrickson

**Ex Officio Members Present**
C. Weathersby

**Guests Present**
L. Adkinson, R. Beamon

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

### 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**

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

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

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

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

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

## 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**

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

### 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 |

**Roll Call**

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

## 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**

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

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

### 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** | |
|---|---|
| T. Bruner | Abstain |
| D. Hendrickson | Absent |
| R. Collins | Aye |
| B. Brock | Aye |
| J. Sanders | Aye |
| R. Lane | 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**

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

## 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**

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

## 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**

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

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