APPROVED

Pataula Charter Academy

Minutes

June 2021 Board Meeting

Date and Time
Monday June 21, 2021 at 6:00 PM

Location
Meetings are now being held virtually due to COVID-19. Board members will be emailed a link for session. The public may call-in using the following:
Phone number - (701) 802-5366
Access Code - 8532300

The Pataula Charter Academy, Incorporated Governing Board (serving Pataula Charter Academy and Spring Creek Charter Academy) will meet virtually.

Directors Present
B. Brock (remote), E. Lenz (remote), J. Sanders (remote), R. Collins (remote), R. Lane (remote), R. Sapp (remote), T. Bruner

Directors Absent
None

Ex Officio Members Present
C. Weathersby (remote), K. Holley

Guests Present
L. Adkinson, L. Miller (remote), R. Beamon (remote)

I. Opening Items

A. Record Attendance

Jesse Powell joined the meeting on the public line.
Jennifer Sanders joined the meeting remotely at 6:08 and Rochelle Sapp joined the meeting remotely at 6:19.

B. Call the Meeting to Order

T. Bruner called a meeting of the board of directors of Pataula Charter Academy to order on Monday Jun 21, 2021 at 6:05 PM.

C. Approve Minutes

E. Lenz made a motion to approve the minutes from May 2021 Board Meeting on 05-24-21.
R. Collins seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

R. Collins	Aye
E. Lenz	Aye
R. Lane	Aye
B. Brock	Aye
T. Bruner	Aye

D. Executive Session Minutes - May 24, 2021

E. Lenz made a motion to approve the minutes from the Executive Session on May 24, 2021.
R. Collins seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve Agenda

Cheryl requested to amend the agenda as follows:
III. B PCA Gym Project changed to Vote.
III. F. Changed to Rescind bus driver contract.
III. G. Changed to SCCA Recommendation for hire - Bus Driver, Ralph Baldwin.
R. Collins made a motion to Approve the agenda as amended.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

R. Collins	Aye
B. Brock	Aye
R. Lane	Aye

Roll Call

E. Lenz Aye
T. Bruner Aye

F. Public Comment

There was no public comment at this time. Jesse Powell was present on the public line, but he wished to wait until his matter was discussed to make comment.

II. Superintendent Report

A. Executive Session - Personnel

R. Lane made a motion to Enter Executive Session at 6:09.
E. Lenz seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

B. Brock Aye
R. Lane Aye
E. Lenz Aye
R. Collins Aye
J. Sanders Aye

B. PCA - Recommendation for Hire

B. Brock made a motion to hire Piper Brazel as part-time Intervention teacher at PCA for the 21-22 School Year.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

C. SCCA - Resignations

Rusty Day and Ashlee Hornsby asked to be released from their teaching contracts for the 21-22 school year. Kylie recommended the Board release them as replacements have been found.
E. Lenz made a motion to Release Rusty Day and Ashlee Hornsby from their teaching contracts for the 21-22 school year.
R. Collins seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

D. SCCA - Recommendations for Hire

Kylie is recommending the following hires at SCCA for the 21-22 School Year:
Assistant Principal - Tim Spooner
Teachers - Donald Lambert and Brian Boyett
Paraprofessionals - Frances Hamilton and Hannah Salter
Full-time Intervention Teacher - Shawntry Sessions
J. Sanders made a motion to Approve the hiring of the aforementioned personnel at SCCA for the 21-22 School Year.
E. Lenz seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

E. PCA - Operational CPF Dashboard

There have been no significant changes since last month with PCA still on target to meet on Operational CPF with a score of 85.

F. SCCA - Operational CPF Dashboard

There have been no significant changes since last month with SCCA still on target to meet on Operational CPF with a score of 87.

III. Facilities/Finance

A. PCA - CPF Financial Assessment Reports

Cheryl presented the April PCA CPF Financial Assessment reports, with 83% of the budget spent PCA is projected to meet on Financial Performance. There were errors in the program calculating scores, this has been updated.

B.

PCA Gym Project

This item has been amended to a Board Vote. The PCA Gym Project committee and the Finance Committee have been in discussions with the Architect regarding projected costs for this project. Steel prices have increased approximately 5 times since March. At this time the projected cost for the project has increased from $500,000 to a cost estimate of $918,000. The Finance Committee is recommending this project be tabled for now and the budgeted funds be reallocated to the PCA Athletic Fields.
E. Lenz made a motion to Rescind Gym Project funds and reallocate them towards the Athletic Fields.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

C. PCA - Athletic Fields update

The Board voted to reallocate Gym Project funds to the Athletic Field. Based on renderings from the Architect and his proposed Goal sheet the priorities for the Field are: Electricity (lighting), Sewage/Water, Concession Stands and Press Box. With the new funds allocated the budget for the project has increased to approximately 650,000. Cheryl is researching a Georgia Power Lease program for the lighting.

D. SCCA - CPF Financial Assessment Reports

SCCA is on target for Budget to actual. SCCA is projected to fail on Financial Performance indicators due to debt.

E. SCCA - deficit reduction monthly report

SCCA has turned the corner, the $499,000 deficit is now $192,000. The Finance Committee is requesting approval for the April monthly report to be sent to the Commission.
R. Sapp made a motion to Approve the Monthly Deficit Reduction report.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

B. Brock	Aye
R. Collins	Aye
R. Lane	Aye

Roll Call

E. Lenz Aye
J. Sanders Aye
T. Bruner Abstain
R. Sapp Aye

F. SCCA Rescind Contract of Bus Driver

Administrators at SCCA are requesting the Bus Driver contract for Jesse Powell for the 21-22 School year be rescinded. Both school administration and Mr. Powell were given time in public forum to present on the matter. The Board went into Executive Session to discuss the findings and their decision.
R. Sapp made a motion to Enter Executive Session at 6:49.
B. Brock seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

R. Sapp made a motion to Rescind the Bus Driver Contract of Jesse Powell for the 21-22 School Year.
R. Collins seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

R. Lane Aye
B. Brock No
T. Bruner Abstain
J. Sanders Aye
E. Lenz Aye
R. Sapp Aye
R. Collins Aye

G. SCCA Recommendation for Hire

Cheryl recommended Ralph Baldwin for a Bus Driver position at SCCA for the 21-22 School Year.
R. Lane made a motion to Hire Ralph Baldwin as Bus Driver at SCCA for the 21-22 School Year.
R. Sapp seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

IV. Governance

A. PCA Inc. Organizational Structure for 2021-2022

The Organizational Structure was updated for the 21-22 School Year. The HR Coordinator position was added to the structure, the position is supervised by both Kylie and Cheryl. It was decided to use Coordinator in the title for positions that do not supervise other people. Federal Programs Director is a state mandated position and must retain Director in the title. The Structure is submitted for Board approval.
E. Lenz made a motion to Approve the Organizational Structure as presented.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

B. PCA Inc. FY22 Board Meeting Calendar

Kylie presented the Board Calendar for FY22. Meetings are normally scheduled for the third Monday. Some meetings have been moved for Holidays. July 26 2021, will be the next meeting.
J. Sanders made a motion to Approve the Board Calendar as presented.
E. Lenz seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Sanders	Aye
B. Brock	Aye
R. Lane	Aye
R. Sapp	Aye
E. Lenz	Aye
R. Collins	Aye

Roll Call

T. Bruner	Abstain

C. Amended Policies

The following Policies have been amended with minor structural changes:
Child Abuse and Neglect
Title IX
Student Attendance - revert back to pre-covid policy
Chaperone Duties and Responsibilities
Bullying
Non-Discrimination Policy
Tobacco Free Policy
E. Lenz made a motion to Approve the Policy changes as presented.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

D. Nomination for New Board Member

The Governance Committee is seeking qualified Board Members. Blake has nominated Grayson Flowers as a potential candidate with a background in Construction and Facilities Management. His resume is attached and he is personally known by several Board members. It was decided to bring him in for an interview.

E. Governance Training

Certificates of Completion for the training sessions should be emailed to the participant after completion of the course. Members should have a total of 8 certificates. Please make sure you complete these before the end of this week. This items counts for 4 points on CPF.

V. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:29 PM.

Respectfully Submitted,

T. Bruner