APPROVED

Pataula Charter Academy

Minutes

August 2021 Board Meeting

Date and Time
Monday August 23, 2021 at 6:00 PM

Location
Due to a rise in COVID-19 cases in our schools and communities the August 2021 Board meeting will be held virtually. Board members will receive a link through email to join the Google Meet. Stakeholders may participate in the meeting by calling our Conference Call line.
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), G. Flowers (remote), K. Gilbert (remote), R. Lane (remote), R. Sapp (remote), T. Bruner

Directors Absent
J. Sanders, R. Collins

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

Guests Present

H. Worsley (remote), L. Adkinson

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 23, 2021 at 6:01 PM.

C. Approve Minutes

E. Lenz made a motion to approve the minutes from July 2021 Board Meeting on 07-26-21.
B. Brock seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Executive Session Minutes - July 26, 2021

E. Lenz made a motion to approve the minutes from Executive Session July 26, 2021.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve Agenda

Kylie and Cheryl requested the following amendments to the agenda:
II. Add Item H. School Psychologist Contract - Vote
III. Add Item D. MOU - Vote
III. Add Item E. Custodial Consulting Service for PCA - Vote
B. Brock made a motion to Approve the Agenda as amended.
E. Lenz seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Public Comment

There was no public comment.

II. Superintendent Report

A. Executive Session - Personnel

B. Brock made a motion to Enter Executive Session at 6:08.
E. Lenz seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. SCCA - Recommendations for Hire

B. Brock made a motion to Approve the recommendation to hire Jamie Nyzio for a Para position at SCCA.
K. Gilbert seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. PCA Academic Report

Kylie presented the PCA Academic Report - Milestones Comparison to local school districts. PCA had less than 15 High School students take each EOCs and 7th and 8th graders take EOGs. Therefore, we cannot assess the performance of Milestones scores at these grade levels. Only 80 to 85% of lower grade students took EOGs at PCA. In comparison to local districts PCA scored higher in 15 of 18 areas (looking at "passing" scores and "proficient" or above scores), with passing scores better in all areas.

D. SCCA Academic Report

Kylie presented the SCCA Academic Report - Milestones Comparison to local districts. Considering the circumstances of last year (closures, distance learning, etc.) and low participation rates, comparisons may not be reliable and/or accurate. Only 80 to 85% of students took EOGs at SCCA. In comparison to local districts SCCA scored higher in 8 of 22 areas (looking at "passing" scores and "proficient" or above scores). Upper grades and ELA scores were the majority of the 8 areas performing better. SCCA's attendance zone is traditionally higher performing than PCA's service area. When compared to PCA, SCCA scored higher in 12 out of 18 indicators. Considering PCA and SCCA serve two very different communities (with local district scores being very different) a comparison to PCA and SCCA scores may not be reliable or accurate.

E. PCA - Operational CPF Dashboard

Kylie Holley presented the PCA Operational CPF Dashboard. In month one of FY22 PCA is on target to meet for the year with a projected score of 100.

F. SCCA - Operational CPF Dashboard

Kylie Holley presented the SCCA Operational CPF Dashboard. In month one of FY22 SCCA is on target to meet for the year with a projected score of 100.

G. Covid-19 Update

- The latest DPH updates have allowed more Quarantine flexibility as a result, we are doing more contact tracing and trying to quarantine less. These guidelines have been shared with parents and posted on the schools' websites. Mask wearing during transition and when distancing is not possible are required for vaccinated and unvaccinated. Students K-8 remain in their Cohort and are not eating in the cafeteria at this time due to a high number of cases in the school and community.

- PCA has had 37 positive student cases so far with 8 students currently positive and 13 total students quarantined at this time. 5 staff members have tested positive with 1 currently positive and 1 quarantined.
- SCCA has had 22 positive student cases so far with 11 currently positive, 3 with tests pending. 84 students are quarantined at this time. This includes Pre-K and both softball and football teams. 1 staff member currently positive, 2 with tests pending and 3 quarantined.
- Both schools added to their sub lists last week and administration will not recommend a shut down unless a lack of sufficient staff to run the day-to-day operations require it.
- Administration acknowledges the challenges for teachers with both Face to Face and virtual teaching due to the number of students quarantined. They are committed to finding ways to lesson stress and workloads as much as possible, as well as incentivizing teachers for the extra work in a variety of ways.

H. School Psychologist Contract

In the past we have contracted with Southwest Georgia RESA to provide our Speech Pathologist, Occupational Therapist and School Psychologist services. This school year we hired our own Speech Pathologist and discontinued this service through RESA. RESA has decided to downsize and has decided to discontinue providing PCA and SCCA with School Psychologist services. We have several students who need testing at this time. Chris Sumner has provided us with Psychologist services in the past and is open to a contract with us now. His fee ($1000/psychological) is comparable to what we paid last year and he will offer more services. Kylie is recommending we contract his services.
B. Brock made a motion to Enter a contract for Psychological Services with Chris Sumner.
K. Gilbert seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Facilities/Finance

A. PCA - CPF Financial Assessment Reports

Cheryl Weathersby presented the board with June's financial reports for PCA. They are inline with Budget vs Actuals and projected to meet on financial CPF.

B. SCCA - CPF Financial Assessment Reports

Cheryl Weathersby presented the board with June's financial reports for SCCA. SCCA is projected to meet on financial CPF due to a lump sum debt payment.

C. SCCA - deficit reduction monthly report

R. Sapp made a motion to Approve the SCCA deficit reduction monthly report.
E. Lenz seconded the motion.

Cheryl requested the board approve the SCCA deficit reduction monthly report. A of June 30th the deficit has been reduced from a negative $499,000 at the beginning of the fiscal year to a surplus of $65,000.
The board **VOTED** unanimously to approve the motion.

D. MOU

B. Brock made a motion to Approve the MOU between SCCA and PCA.
R. Lane seconded the motion.
The finance committee has approved the FY22 Memorandum of Understanding between SCCA and PCA. The MOU states that SCCA will pay a portion of the salary for district level staff. This year SCCA will pay 30% of the salary for: Superintendent, CFO, SPED Director, Transportation Director, IT Coordinator, Human Resources Coordinator and Data Collections Manager. The MOU also has funds budgeted for Travel for these positions.
The board **VOTED** unanimously to approve the motion.

E. Custodial Consulting Services for PCA

R. Sapp made a motion to Approve the 30 day extension of Custodial Consulting Service of LRL Ventures to PCA.
E. Lenz seconded the motion.
The Finance Committee is asking for approval of a 30 day extension for the Custodial Consulting services of LRL Ventures for PCA. LRL will consult with PCA to assist custodial staff with their services, institute procedures, create checklists, and supervise staff to improve the cleanliness of the facilities and sanitation efforts. The $55/hr fee for 30 days will equal a contract fee of $12,000. After 30 days recommendations for further action may be made.
The board **VOTED** unanimously to approve the motion.

IV. Governance

A. Personnel Policy

Kylie informed the Board that a community member involved in state government has questioned the legality of our COVID Leave Policy. There is question as to whether it violates the Governor's Executive Order regarding Vaccine Passports. Our lawyer advises us that our policy is legal. Kylie recommended amending the policy to allow for 7 days of COVID leave for anyone testing positive, vaccinated or unvaccinated. She felt this would lessen divisiveness among staff and alleviate us from potential claims. The consensus of the Board is to leave the policy as is for now.

B. Board Meetings and Committees

- Board Meeting locations were discussed. Everyone agrees we should meet in person, with social distancing and masks if necessary. We will begin alternating each month from SCCA to PCA. These locations will be published on the website.

- New Board members were added to Committees: Grayson Flowers - Finance/Facility; Kakeya Gilbert - Academic Excellence
- Committee Chairs will set dates for FY22 meetings and send to Kylie to be published on the website.

C. Annual Board Governance Trainings Dates

There will be one day in person and one day live virtual this year. The in-person dates are:
Option 1 – November 10 @ Callaway Gardens Hotel and Resort
Option 2 – February 9 @ UGA Center for Continuing Education and Hotel
Option 3 – April 13 @ Loudermilk Conference Center
- Send Kylie and Tiffany the dates they prefer or the dates that absolutely will not work. They will try to find a date everyone can attend together, or each member can attend on their own. No dates have been set for the virtual trainings yet.
-The GCSC Trainings through Board Boost will offer a New Member Intensive Virtual Training on October 2, 2021 from 9:00 - 3:00. More information to follow regarding this.
- Kylie reminded new board members they must complete a background check.

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 7:48 PM.

Respectfully Submitted,
T. Bruner