APPROVED

Pataula Charter Academy

Minutes

April 2022 Board Meeting

Date and Time
Monday April 18, 2022 at 6:00 PM

Location
PCA Board Room

Directors Present
E. Austin, E. Lenz, J. Sanders, L. Hixon, R. Lane, R. Sapp

Directors Absent
G. Flowers, K. Gilbert, R. Collins

Ex Officio Members Present
C. Weathersby, K. Holley

Guests Present
L. Adkinson

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

E. Lenz called a meeting of the board of directors of Pataula Charter Academy to order on Monday Apr 18, 2022 at 6:02 PM.

C. Approve Minutes

R. Sapp made a motion to approve the minutes from March 2022 Board Meeting on 03-21-22.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve Executive Session Minutes - March 2022

R. Lane made a motion to Approve Executive Session minutes from the March 21, 2022 meeting.
R. Sapp seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve Agenda

Kylie requested the following amendments to the agenda:
Add Item IID - PCA Contract Release - vote
Delete item IIIE - Gym Floor Project
R. Sapp made a motion to Approve the agenda as amended.
L. Hixon seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Public Comment

There was no public comment.

II. Superintendent Report

A. PCA - Operational CPF Dashboard

PCA is on target to meet on Operational CPF with a score of 94.

B. SCCA - Operational CPF Dashboard

SCCA is also on target to meet on Operational CPF with a score of 94.

C. COVID-19 Protocol Plan amendment

The COVID-19 Protocol Plan needs to be amended to reflect the new requirements in SB514, the Unmask GA Students Act. Since the Unmask Georgia Students Act would give parents the right to opt out of masks when in the "required" stage of the plan, Kylie is proposing that the plan be changed to state that masks will always be recommended and not required.
E. Austin made a motion to Approve the Amended COVID-19 Protocol Plan.
R. Sapp seconded the motion.

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

D. PCA Contract Release

Christina Merritt, high school science teacher, has requested to be released from her FY23 Contract. Mrs. Merritt would like to work closer to home as she is a new mother. Kylie is recommending the Board release her from her contract.
R. Sapp made a motion to Release Christina Merritt from her teaching contract for the FY23 school year.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Finance/Facilities Committee Report

A. Public Comment on FY23 General Operating Budgets

There was no public comment.

B. PCA - FY23 General Operating Budget

This is the second review of the Pataula FY23 Initial General Operating Budget. The Finance Committee has thoroughly reviewed the budget and voted to approve it for presentation to the Board.
E. Austin made a motion to Approve the Pataula FY23 Initial General Operating Budget as presented.
R. Sapp seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. SCCA - FY23 General Operating Budget

This is the second review of the Spring Creek FY23 Initial General Operating Budget. The Finance Committee has thoroughly reviewed the budget and voted to approve it for presentation to the Board.
R. Sapp made a motion to Approve the Spring Creek FY23 General Operating Budget as presented.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Pataula - Concession Stand Vendor Selection

The project to add a Concession Stand, Restrooms and Plaza to the athletic complex was sent for bids. Only one bid was submitted, from CGM and it was way above the $343,000 architect proposed budget. Several options were discussed on how to move forward. The Finance committee is recommending at this time to put the project out for bid again in hopes of getting more participation in the bid process.
E. Austin made a motion to Re-submit the Concession Stand, Restroom and Plaza project for a second 30 day bid process.

J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Pataula - New bus driver position

Jeremy Pritchett, Transportation Director, is requesting the addition of a new bus driver position at PCA. Student bus numbers require an additional bus route. The addition of this position is reflected in the new budget.
E. Austin made a motion to Approve the addition of a Bus Driver position at PCA.
R. Sapp seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Pataula Salary Supplement

The proposed $2000 HB190 Amended FY 2022 Salary Supplemental Pay listing of position categories and job codes to receive the supplement did not include ALL staff positions at Pataula Charter Academy. School leadership values the contributions of ALL staff members at PCA. Therefore, the Finance Committee is seeking approval from the Board to give a $2000 supplement to the Staff positions not covered in this pay listing. This will be an estimated $34,000 needed from general operating funds in FY22.
R. Sapp made a motion to Approve the use of general operating funds of $34,000 to ensure ALL staff positions at PCA receive a $2000 supplement as proposed in HB190.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. Spring Creek - Electrical Vendor

The Finance Committee is recommending the Board accept the Bid of $36,780 from A West Electrical to connect Grady EMC to the new modular building at SCCA. The project manager and finance committee have reviewed the Bid and find it fair considering the scope of the project.
J. Sanders made a motion to Accept the Bid from A West Electrical in the amount of $36,780 to connect Grady EMC to the new modular building at SCCA.
L. Hixon seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. Spring Creek - New Bus Driver position

Jeremy Pritchett, Transportation Director, is requesting the addition of a new bus driver position at SCCA. Student bus numbers require this additional position. Spring Creek has been operating with only 3 bus routes since opening. The addition of this position is reflected in the new budget.
R. Sapp made a motion to Approve the addition of a new Bus Driver position at SCCA.
L. Hixon seconded the motion.
The board **VOTED** unanimously to approve the motion.

I.

Spring Creek - Salary Supplements

The proposed $2000 HB190 Amended FY 2022 Salary Supplemental Pay listing of position categories and job codes to receive the supplement did not include ALL staff positions at Spring Creek Charter Academy. School leadership values the contributions of ALL staff members at SCCA. Therefore, the Finance Committee is seeking approval from the Board to give a $2000 supplement to the Staff positions not covered in this pay listing. This will be an estimated $22,000 needed from general operating funds in FY22.
R. Sapp made a motion to Approve the use of general operating funds of $22,000 to ensure ALL staff positions at SCCA receive a $2000 supplement as proposed in HB190.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

J. Spring Creek - Part Time SNP Position

With the growth of 9th Grade at Spring Creek it is necessary to add an additional lunch period. This will require a new Part-Time SNP position to assist in serving/preparing lunches. The school SNP manager and School Nutrition Director are requesting the addition of a new Part-Time SNP position at SCCA.
R. Sapp made a motion to Approve the the addition of a Part-Time School Nutrition position at SCCA.
E. Austin seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Governance Committee Report

A. Annual Board Governance Trainings Dates

All Board members have completed required SCSC Governance training for the year.

B. Annual Board Retreat

The annual Board retreat will be held at the Lodge at Callaway Gardens on Friday, April 22, 2022 from 8:30 until 3:30. Members should check in after 4:00 and meet for Dinner at 7:00. The agenda for the retreat was discussed in general.

V. Closing Items

A. Adjourn Meeting

R. Lane made a motion to Adjourn the meeting at 6:31.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:32 PM.

Respectfully Submitted,

E. Lenz