APPROVED

Pataula Charter Academy

Minutes

May 2022 Board Meeting

Date and Time
Monday May 23, 2022 at 6:00 PM

Location
Spring Creek Charter Academy Lunchroom

Directors Present
E. Lenz, G. Flowers, J. Sanders, L. Hixon, R. Collins, R. Lane, R. Sapp

Directors Absent
E. Austin, K. Gilbert

Ex Officio Members Present
K. Holley

Guests Present
H. Worsley, 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 May 23, 2022 at 6:02 PM.

C. Approve Minutes

R. Lane made a motion to approve the minutes from April 2022 Board Meeting on 04-18-22.
R. Sapp seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve Agenda

The following items were added to the Agenda:
I F: Executive Session
II D: PCA Release of Contract - Vote
II E: PCA Hire - Vote
II F: SCCA Release of Contrct - Vote
II G: SCCA Hire - Vote
III L: PCA Terminate Contract - Vote
III M: PCA Erosion Control Expenditure - Vote
IV B: Parental Leave - Discussion
G. Flowers made a motion to approve the Agenda as amended.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Public Comment

There was no public comment.

F. Executive Session

R. Lane made a motion to Enter Executive Session at 6:03.
R. Collins seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

C. PCA Release of Contract - Vote

Sherita Myrick is requesting release from her 2022-2023 teaching contract at PCA to take an Instructional Coach position at another school system.

R. Collins made a motion to release Sherita Myrick from her 2022-2023 teaching contract at PCA.
R. Sapp seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. PCA Hire - Vote

Administration at PCA is recommending hiring Levie Rice for a teaching position at PCA for the 2022-2023 school year.
G. Flowers made a motion to approve the hiring of Levie Rice for a teaching position at PCA for the 2022-2023 school year.
J. Sanders seconded the motion.
The board **VOTED** to approve the motion.

E. SCCA Release of Contract - Vote

Brian Boyett is requesting release from his 2022-2023 teaching contract at SCCA.
R. Lane made a motion to release Brian Boyett from his 2022-2023 teaching contract at SCCA.
R. Sapp seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. SCCA Hire - Vote

Administration is recommending hiring Gay Williams for a teaching position at SCCA for the 2022-2023 school year.
G. Flowers made a motion to approve the hiring of Gay Williams for a teaching position at SCCA for the 2022-2023 school year.
R. Collins seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. 2021-2022 School Calendar Amendment

The grading committee has decided to switch from 6 week grading periods to 9 week grading periods to accommodate changes to our grading system. Therefore the school calendar needs to be amended to change the teacher work days at the end of grading periods. These are the only changes; start/end dates and major breaks have not changed.
G. Flowers made a motion to Approve the Amended 2022-2023 School Calendar.
R. Sapp seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Finance/Facilities Committee Report

A. Pataula - Basketball Goals Vendor Selection

The Finance Committee is recommending the Board accept the bid from H.E. Hodge Company of $35,082 for the installation of 4 additional basketball goals in the gym at Pataula.
R. Collins made a motion to accept the Bid from H.E. Hodge Company of $35,082 for the installation of 4 additional basketball goals in the gym at Pataula.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Pataula - HVAC Maintenance Vendor Selection

The Finance Committee is recommending the Board accept the bid of $24,684 from RHC for HVAC maintenance at Pataula.
R. Sapp made a motion to accept the bid of $24,684 from RHC for HVAC maintenance at Pataula.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Pataula - Scoreboard Vendor Selection

The Finance Committee is recommending the Board approve the bid from BSN to supply football and softball scoreboards for the athletic complex at Pataula. The bid has been amended to include the addition of a baseball scoreboard for a total not to exceed $32,000. This price does not include installation.
J. Sanders made a motion to approve the amended bid of $32,000 from BSN to supply football, baseball and softball scoreboards for the athletic complex at Pataula.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Pataula - CPF FInancial Reports

Through March 2022 with 72% of the budget spent PCA has a projected score of 90 on the CPF Financial Assessment.

E. SCCA - School Nutrition Fulltime Position

SNP is requesting approval to change the approved part time SNP position to a full time position at SCCA.
R. Sapp made a motion to approve changing the part time SNP position at SCCA to a full time position.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. SCCA - Plumbing Vendor Selection

The Finance Committee is recommending the Board accept the bid from Temples Weatherly Plumbing of $10,500 to connect the new modular building at SCCA to existing sewer lines.

G. Flowers made a motion to accept the bid of $10,500 from Temples Weatherly Plumbing to connect the new modular building at SCCA to existing sewer lines.
R. Collins seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. SCCA - Site Contractor Selection

The Finance Committee reviewed bids for Site Contractor for the new modular install at SCCA. Concrete Enterprises submitted a total price of $196,975.20 for grading, erosion control, piping and gravel. The quote from Concrete Enterprises had each category with a separate price. Buck Run Preserve submitted a price of $53,510.00 for grading, erosion control, and gravel. Their bid did not include piping. Cheryl contacted Concrete Enterprises to see if they were willing to accept a contract for piping only, with Buck Run Preserve doing the site work. Tom Draffin, our project manager, agreed with this plan as our best option with a saving of approximately $100,000. At meeting time Cheryl had not gotten a definitive answer from Concrete Enterprises. It was the recommendation of the Committee to award contracts for piping and site work separately.
G. Flowers made a motion to award Buck Run Preserve the $53,510 bid for Site Work (Grading) to install the new modular building at SCCA.
R. Sapp seconded the motion.
The board **VOTED** unanimously to approve the motion.
R. Sapp made a motion to award Concrete Enterprises the $39,903 bid for Piping to install the new modular building at SCCA.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. SCCA - Septic System Vendor Selection

The Finance Committee is recommending the Board accept the $48,285 bid from Mills Septic Tank to install the septic system upgrade needed for the new modular building at SCCA.
R. Collins made a motion to accept the bid of $48,285 from Mills Septic Tank to install the septic system upgrade needed for the new modular building at SCCA.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

I. SCCA - Project Manager Expense Approval

The Finance Committee is recommending the Board approve the professional services expenses for the Project Manager firm 4PM - Tom Draffin to manage the installation of the new modular building at SCCA. This would be a $20,000 expenditure.
R. Sapp made a motion to approve the $20,000 expenditure for Project Manager expenses to 4PM - Tom Draffin, to manage the installation of the new modular building at SCCA.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

J. SCCA - MOE Compliance Issue

Spring Creek did not meet maintenance of effort with FY 2021 Special Ed funds. This means that in FY 21 we spent less state/local funds on SPED students than we did in FY 2020. In March of FY 20 we received $81,000 in Federal SPED funds. Before we could budget how to spend this money, the school closed due to the Pandemic. We were advised by the DOE to "carry over" the funding to the following year; this meant we had to spend this federal money before we could spend local/state money. This led to spending less state/local SPED money. This has never happened at PCA before and will probably never happen again. We had to return about $37,000 to the state.

K. SCCA - CPF Financial reports

Through March 2022 with 67% of the budget spent SCCA has a projected score of 95 on CPF Financial Assessment.

L. Terminate Contract - Vote

Cheryl is recommending the termination of the employment contract of Tim Hudson due to the fact he has failed to comply with the conditions of his employment.
G. Flowers made a motion to terminate the employment contract of Tim Hudson, effective May 31, 2022.
R. Sapp seconded the motion.
The board **VOTED** unanimously to approve the motion.

M. PCA Erosion Control Expenditure.

The Finance Committee is seeking approval for a $6000 expenditure to Buck Run Preserve for needed erosion control at the Pataula athletic complex.
G. Flowers made a motion to approve the $6000 expenditure to Buck Run Preserve for erosion control at the Pataula athletic complex.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Governance Committee Report

A. Annual Board Meeting Calendar

The annual board calendar was presented for Board review.

B. Parental Leave - Discussion

HB146 passed in 2021 requires Local Government entities and Local Boards of Education to provided 120 hours (3 weeks) of paid parental leave. Kylie was informed by the Charter School Commission that this did not apply to us, she received this guidance in writing. The school's legal counsel has also given guidance that this law does not apply to state charter schools. However, employees have questioned this and our policy.

FMLA guarantees an employee 12 weeks leave without the threat of termination. Our policy grants 12 weeks leave with the use of sick leave while under a doctor's directive and does not include the 120 hours paid leave unless you use accrued sick leave. The Board decision was to table any action on Parental Leave Policy until they have more time to make an informed decision. The Board would like Kylie to provide further information such as: Current Board Policy, a copy of HB146, our lawyers legal opinion, a copy of the Commission Letter, and a survey of other Charter School policies.

V. Academic Excellence Committee Report

A. PCA Spring MAP Score Reports

Kylie presented the Spring MAP Score reports. There was a lot of growth shown from BOY to EOY. Projections show that we are expected to meet on the Academic CPF.

B. SCCA Spring MAP Score Report

Kylie presented the Spring MAP Score reports. There was a lot of growth shown from BOY to EOY. Projections show that we are expected to meet on the Academic CPF.

VI. Closing Items

A. Adjourn Meeting

G. Flowers made a motion to adjourn the meeting at 7:01.
L. Hixon seconded the motion.
The board **VOTED** 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 7:01 PM.

Respectfully Submitted,
E. Lenz