APPROVED

Pataula Charter Academy

Minutes

October 2022 Board Meeting

Date and Time
Monday October 24, 2022 at 6:00 PM

Location
Pataula Charter Academy, Inc Central Office Board Room

Directors Present
E. Austin, E. Lenz, G. Flowers, J. Sanders, K. Gilbert, L. Hixon, R. Lane, R. Sapp

Directors Absent
R. Collins

Directors who arrived after the meeting opened
L. Hixon, R. Lane

Ex Officio Members Present
C. Weathersby

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 Oct 24, 2022 at 6:00 PM.
L. Hixon arrived at 6:16 PM.
R. Lane arrived at 6:20 PM.

C. Approve Agenda

Cheryl requested the following amendments to the Agenda:
Add: II: H. SCCA Para Hire
Add: III: I. SCCA Bonus Increase - Vote
Add: IV: A. Annual Board Training Dates - FYI
Add: VI: C. Formalize Superintendent/CFO Evaluation Committee
R. Sapp made a motion to approve the Agenda as amended.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve Minutes

E. Austin made a motion to approve the minutes from September 2022 Board Meeting on 09-19-22.
R. Sapp seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve Executive Session Minutes

E. Austin made a motion to approve the Minutes from Executive Session September 19, 2022.
R. Sapp seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Public Comment

G. Executive Session - Personnel

G. Flowers made a motion to enter Executive Session at 6:02.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Superintendent Report

A. PCA - Operational CPF Dashboard

PCA is on track to meet on Operational CPF with a projected score of 98.

B. SCCA - Operational CPF Dashboard

SCCA is on track to meet on Operational CPF with a projected score of 100.

C. PCA Para Resignation

Jonathan McKinney, Paraprofessional at PCA, has tendered his resignation effective 10/21/22. He is leaving to accept a higher paying position.

D. PCA Para Hire

Kylie is recommending the hiring of Kaleah Ayeni for the SPED Para position that became open after restructuring from Mr. McKinney's resignation.
G. Flowers made a motion to approve the Hiring of Kaleah Ayeni for the open SPED Para position.
R. Sapp seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. SCCA Teacher Resignation

Mr. Phillip Lambert, MS/HS Math teacher at SCCA has resigned effective 10/21/22. Kylie is recommending the Board accept his resignation and release him from his contract.
R. Sapp made a motion to accept Phillip Lambert's resignation and release him from his teaching contract.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. SCCA Teacher Hire

Kylie is recommending the hiring of Krystal Apke to fill the open MS/HS Math teaching position.
G. Flowers made a motion to approve the Hiring of Krystal Apke to fill the open MS/HS Math teaching position.
R. Sapp seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. 2023-2024 Open Enrollment/Lottery Dates

Due to budgeting and staffing concerns, Kylie would like to move the Lottery to earlier in the year, as it was in the past. She would like to open enrollment for the 23-24 school year in November with a cut off date of December 16, 2022. The lotteries to be held at the end of January.

H. SCCA Para Hire

At a previous meeting, the Board approved an additional SPED Para position at SCCA due to increased SPED enrollment. Kylie is recommending the Hiring of Ashley Grubbs to fill this position.
R. Sapp made a motion to approve the hiring of Ashley Grubbs for the open SPED Para position at SCCA.
G. Flowers seconded the motion.

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

III. Finance/Facilities Committee Report

A. PCA INC - ALICE Response Strategy

Cheryl is asking for approval from the Board to move forward with the purchase and implementation of the ALICE Response Strategy. This is a training program for use in a lockdown/active shooter situation. This will include online training as well as staff member certification, local law enforcement involvement and student curriculum. This will offer real time communication during an event as well as useful strategies for staff and students. The cost of the program is $7600.
R. Sapp made a motion to approve the expenditure of $7600 on the ALICE Response Strategy.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Pataula - Athletic Field Fence

The Finance Committee is requesting the Board approve the $7009.99 bid from Quality Fence to install fencing around a portion of the athletic fields and enclose the grandstands at Pataula.
R. Sapp made a motion to Approve the $7009.99 Bid from Quality Fence to install fencing around a portion of the athletic fields and enclose the grandstands at Pataula.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Pataula - Batting Cage Vendor Selection

The Finance Committee is requesting approval to change the Batting Cage vendor to Usry Construction for $75,563. The vendor bid approved in September did not include installation and with a February supply date, would be a long delay in construction.
J. Sanders made a motion to approve Usry Construction as the new Batting Cage vendor with a bid of $75,563.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Pataula - CPF Financial Reports

Pataula CPF financial reports through August were presented; with 6% revenue in and 24% of the budget spent, PCA is on track to meet CPF with a score of 85.

E. Spring Creek - CPF Financial Reports

Spring Creek CPF financial reports through August were presented; with 13% revenue in and 17% of the budget spent, SCCA is on track to meet CPF with a score of 85.

F.

Pataula - FY 23 Amended General Operating Budget

The Pataula FY 23 Amended General Operating Budget was presented to the Board for first review. Pataula has a projected surplus of $88,727. This decrease is mainly due to athletic field construction, purchasing 2 multi function school activity buses, and the Governors $2,000 increase to the certified pay scale.

G. Spring Creek - FY 23 Amended General Operating Budget

The Spring Creek FY 23 Amended General Operating Budget was presented to the Board for first review. SCCA has a projected surplus of $176,561. The surplus increase from the initial budget presented in April is due to the increase in the State Allotment with a 413 student enrollment. Included in this budget are the increase in the staff supplement and an increase to 40% on the district MOU.

H. Public Comment on FY 23 Amended General Operating Budgets

There was no public comment.

I. SCCA Staff Bonus Increase

It is requested that the SCCA Staff Annual Supplements be increased to $2500 to match the PCA Annual Staff Supplements.
G. Flowers made a motion to approve the SCCA Staff Annual Supplement increase to $2500.
R. Sapp seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Governance Committee Report

A. Annual Board Training Dates

The annual Board training dates have been released. The first session will be February 7 & 8, 2023 in Athens. Everyone is asked to make plans to go together to this first session, meeting the night of February 6th for dinner together.

V. Academic Excellence Committee Report

A. PCA 2021-2022 Graduation Rate

The 2021-2022 Graduation Rates - PCA Attendance Zone Comparisons were presented to the Board. The 7 county average was 86.4 and the state average of 84.1; PCA's graduation rate exceeds both with 91.3.

VI. Ad Hoc Superintendent/CFO Evaluation Committee Report

A. Superintendent Evaluation

The Superintendent Evaluation instrument and updated Job Description were presented for Board approval by the Ad Hoc Superintendent/CFO Evaluation Committee.
R. Lane made a motion to approve the Superintendent Evaluation Instrument and updated Job Description.
G. Flowers seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. CFO Evaluation

The CFO Evaluation instrument and updated Job Description were presented for Board approval by the Ad Hoc Superintendent/CFO Evaluation Committee.
G. Flowers made a motion to approve the CFO Evaluation Instrument and update Job Description.
L. Hixon seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Formalize Superintendent/CFO Evaluation Committee

Rochelle Sapp asked that the Board formalize the Ad Hoc Superintendent/CFO Evaluation Committee into a permanent committee. Rochelle Sapp, Jennifer Sanders, Lindsey Hixon, Erin Lenz and Grayson Flowers will serve as Committee Members.
R. Lane made a motion to Formalize the Ad Hoc Superintendent/CFO Evaluation Committee into a permanent Committee.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Closing Items

A. Adjourn Meeting

E. Austin made a motion to adjourn the meeting at 6:54.
K. Gilbert 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 6:54 PM.

Respectfully Submitted,
E. Lenz