APPROVED

# Pataula Charter Academy

# Minutes

## February 2023 Board Meeting

**Date and Time**
Monday February 27, 2023 at 6:00 PM

**Location**
PCA Inc Central Office Board Room

**Directors Present**
E. Austin, E. Lenz, G. Flowers, J. Sanders, K. Gilbert, R. Collins, R. Sapp

**Directors Absent**
L. Hixon, R. Lane

**Ex Officio Members Present**
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 Feb 27, 2023 at 6:00 PM.

### C. Approve Agenda

Kylie asked to amend the agenda as follows:
Remove item II. G. PCA Para Hire
Remove Item II. L. SCCA Teacher Hires 2023-2024
G. Flowers made a motion to Approve the Agenda as amended.
R. Sapp seconded the motion.
The board **VOTED** unanimously to approve the motion.

### D. Approve Minutes

J. Sanders made a motion to approve the minutes from January 2023 Board Meeting on 01-23-23.
R. Sapp seconded the motion.
The board **VOTED** unanimously to approve the motion.

### E. Approve Executive Session Minutes

R. Sapp made a motion to Approve the Executive Session Minutes from January 23, 2023.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

### F. Public Comment

Several parents and students (list attached) signed into the meeting for Public Comment. Their comments concerned the PCA Administration  decision to remove Basketball from region competition for the 2023-2024 school year. Each signee was allowed 3 minutes to speak regarding this issue.

### G. PCA Parent Appeal - Region Basketball

Kutrina Price submitted a formal appeal letter (attached) to the Board concerning the PCA Administration decision to remove basketball from region competition for the 2023-2024 school year. Ms. Price was allowed 10 minutes for her appeal. Ms. Price invoked our mission statement and sections of the Core Beliefs Statements listed in the parent student handbook as partial rationale for her appeal. Student confidence, scholarship availabilty,  parental involvement and funding issues were also addressed in her statement.

Kylie, the AD, and Booster representative addressed administrative concerns which included funding issues, parental involvement, coaching leadership and staffing issues, and the competitiveness of our region for basketball that led to the Administrations decision.

Board members asked questions of Ms. Price, the other parents present, students, as well as coaching staff and Athletic Board members present.
E. Austin made a motion to Table a decision regarding the Appeal until further discussion.
J. Sanders seconded the motion.
-Since a final decision on this matter has not been communicated to GHSA, the Board felt that the administration should explore the matter more and make a final decision. If the decision is still to not play a region schedule, the Board will take the appeal back up before any decision is communicated to GHSA.
The board **VOTED** unanimously to approve the motion.

### H. Executive Session - Personnel

R. Sapp made a motion to Enter Executive Session at 7:34.
R. Collins seconded the motion.
The board **VOTED** unanimously to approve the motion.

## II. Superintendent Report

### A. Special Education Director approval

G. Flowers made a motion to Approve the hiring of Brandi Adams as Special Education Director for the 2023-2024 School year.
R. Sapp seconded the motion.
The board **VOTED** unanimously to approve the motion.

### B. Retirements

PCA, Inc. - Kathy Martin will be retiring at the end of her 2022-2023 contract.

SCCA - Dianne Houston will retiring at the end of her 2022-2023 contract.

### C. PCA Principal Resignation

Reagan Beamon is resigning at the end of her 2022-2023 contract. Assistant Principal, Christina Boyd, will move into the Principal position.

### D. PCA - Add new positions

Kylie is requesting these additional positions at PCA for the 2023-2024 school year:
Split the AP/Counselor position back into two positions.
Add a full time Gifted teacher/coordinator.
Funding for these additional positions has been included in the preliminary 2023-2024 budget.
J. Sanders made a motion to approve the requested additional PCA positions for the 2023-2024 school year.
R. Collins seconded the motion.

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

### E. PCA 2023-2024 Teacher Hires

PCA administration has recommended hiring the following persons for the open Middle School Social Studies position and the open High School Science Position for the 2023-2024 school year:
Eric Thomas, MS Social Studies
Adam Benton, HS Science
R. Collins made a motion to Approve hiring Eric Thomas and Adam Benton as teachers at PCA for the 2023-2024 school year.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

### F. PCA Para Resignations

Kylie informed the Board that 2 PCA paraprofessionals, Helen Poke and Brooke Peak, have resigned their positions.

### G. SCCA Assistant Principal

Samantha Leverette was chosen for the new Assistant Principal position at SCCA for the 2023-2024 school year. Ms. Leverette was already on staff as a middle school math teacher.

### H. SCCA - Eliminate Leadership Coach position beginning 2023-2024 SY

Kylie is recommending the elimination of the Leadership Coach position at SCCA beginning the 2023-2024 school year. The CSP Grant will not include funding for this position going forward.
R. Sapp made a motion to Eliminate the Leadership Coach position at SCCA.
G. Flowers seconded the motion.
The board **VOTED** unanimously to approve the motion.

### I. SCCA - Add Special Education Teacher position for 2023-2024 SY

Enrollment numbers indicate the need for an additional Special Education position at SCCA. This additional position is included in the preliminary budget for the 2023-2024 school year.
R. Collins made a motion to Approve the addition of Special Education Teacher position at SCCA for the 2023-2024 school year.
R. Sapp seconded the motion.
The board **VOTED** unanimously to approve the motion.

### J. SCCA Resignations

The following teachers have tendered resignations at the end of their 2022-2023 contract:
Kitty Davis, Ag Education

Melissa Poitevient, Special Education
Tina Thompson, 3rd Grade

Paraprofessional Summer Confer has also resigned effective the end of the 2022-2023 school year.

### K. PCA - SCSC FY23 Monitoring

The FY 23 Amended Monitoring results have been received. There were 3 findings under Indicator 4: Students and Employees that have since been corrected. We expect to receive partial points under this indicator.

These items were:
The Home Language Survey in the enrollment packet did not include one question. This has been addressed.
The enrollment packet failed to cite the law regarding the use of student Social Security Numbers. This has been added in the appropriate section.
The Family Medical Leave poster on site must also be included in the handbook. This has been corrected.

### L. SCCA - SCSC FY23 Monitoring

The FY 23 Amended Monitoring results have been received. There were 3 findings under Indicator 4: Students and Employees that have since been corrected. We expect to receive partial points under this indicator.

These items were:
The Home Language Survey in the enrollment packet did not include one question. This has been addressed.
The enrollment packet failed to cite the law regarding the use of student Social Security Numbers. This has been added in the appropriate section.
The Family Medical Leave poster on site must also be included in the handbook. This has been corrected.

### M. PCA - Operational CPF Dashboard

PCA is on track to meet on Operational CPF with a  predicted score of 96.

### N. SCCA - Operational CPF Dashboard

SCCA is on track to meet on Operational CPF with a predicted score of 96.

## III. CFO/Business Director Report

### A. Pataula Monthly Financial Reports

Through November with 60% of the budget spent, PCA is on track to meet on CPF Financial Assessments.

### B. Pataula - Fiber connection - Vendor selection

Pataula received technology grant funds from the Office of Rural Education and we are using these funds to add fiber connections from the school to the athletic complex. This will help us install wifi devices and cameras. We received two quotes. The school recommends using Action Alarm for this install at a cost of $26,000.
J. Sanders made a motion to Approve the bid from Action Alarm of $26,000 to install fiber to the athletic complex at PCA.
R. Sapp seconded the motion.
The board **VOTED** unanimously to approve the motion.

### C. Pataula - Exterminator Expense

The school is seeking approval to spend $6,400 for insect prevention efforts. The vote will be to spend $6,400 with Arrow Exterminators.
R. Sapp made a motion to Approve the expenditure of $6,400 to Arrow Exterminators for insect prevention.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

### D. Spring Creek Monthly Financial Reports

Through November with 53% of the budget spent, SCCA is on track to meet on CPF Financial Assessment.

## IV. Governance Committee Report

### A. Board Retreat - Strategic Planning

The Board planned to use the annual Board retreat for Strategic Planning this year. There have been conversations with vendors regarding the scope of the project and budget. Only one bid has been officially submitted.

### B. PCA INC Strategic Planning Vendor Selection

With only one bid submitted from a Strategic Planning vendor and Interest in joining a Replication Cohort which would offer free services the Board will table selecting a vendor at this time.
G. Flowers made a motion to Table choosing a Strategic Planning vendor at this time.
R. Sapp seconded the motion.
The board **VOTED** unanimously to approve the motion.

### C. FY23 Board Self-Assessment

Please be sure to complete the Board Self-Assessment if you have not already done so.

### D. PCA INC - Wellness Policy

The changes to the Wellness Policy reflect the actual number of meetings the Committee will hold each year.
J. Sanders made a motion to Accept the PCA INC. Wellness Policy as updated.
R. Sapp seconded the motion.
The board **VOTED** unanimously to approve the motion.

## V. Academic Committee Report

### A. January 2020 Academic Committee Meeting Report

The Committee reviewed the 2021-2022 CCRPI Scores, 2021-2022 Academic CPF Determination and Winter MAPS Data. PCA and SCCA out performed local districts and met on CPF. Scores on the Winter MAPS testing were stagnant and incentives will be addressed to increase student motivation.

## VI. Closing Items

### A. Adjourn Meeting

E. Austin made a motion to adjourn the meeting at 8:40.
G. Flowers 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 8:40 PM.

Respectfully Submitted,
E. Lenz