APPROVED

# Pataula Charter Academy

# Minutes

## April 2023 Board Meeting

**Date and Time**
Monday April 17, 2023 at 6:00 PM

**Location**
PCA INC Central Office Board Room

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

**Directors Absent**
R. Sapp

**Ex Officio Members Present**
C. Weathersby

**Guests Present**
C. Boyd, Fallyn Askew, H. Worsley, L. Adkinson, R. Beamon

### 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 17, 2023 at 6:00 PM.

### C. Approve Agenda

R. Lane made a motion to Approve the Agenda.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

### D. Approve March Regular Meeting Minutes

E. Austin made a motion to approve the minutes from March 2023 Board Meeting on 03-20-23.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

### E. Approve March Called Meeting Minutes

R. Lane made a motion to approve the minutes from March 2023 Called Board Meeting on 03-29-23.
R. Collins seconded the motion.
The board **VOTED** unanimously to approve the motion.

### F. Approve Executive Session Minutes

R. Lane made a motion to Approve the Executive Session minutes from March 20, 2023 and March 29, 2023.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

### G. Public Comment

Angela and Eddie Hawk made public comment regarding an incident with their child.

### H. Executive Session - Personnel

R. Lane made a motion to Enter Executive Session at 6:12.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

### I. Executive Session - Student FERPA Protection

R. Lane made a motion to enter Executive Session at 6:15.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

## II. Superintendent Report

### A.

**SCCA Charter Amendment**

SCCA's original charter listed the grades as K-9. It should have read K-10, since we would be up to 10th grade before renewal. This was a mistake that was not caught at the time. The SCSC also gave a one year extension to the charter contract during COVID, but did not update the grade levels to add an additional grade. Therefore, we need to request a charter amendment to include all grades that will be included before the charter contract expires, which will be K-11. During our renewal we will add 12th grade to the charter contract.
R. Collins made a motion to Amend Spring Creek Charter Academy's current charter contract to include all grades K-11.
G. Flowers seconded the motion.
The board **VOTED** unanimously to approve the motion.

## B. PCA Teacher Retiring

Yvonne Padgett, High School ELA teacher, will be retiring at the end of the 2022-2023 school year.

## C. PCA 2023-2024 Teacher Hires

Administration is recommending the hiring of Mary Beth Stevens as a High School ELA teacher at PCA for the 2023-2024 school year.
G. Flowers made a motion to Approve the hiring of Mary Beth Stevens as a High School ELA teacher at PCA for the 2023-2024 school year.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

## D. PCA Counselor Position Change

PCA was unable to find a School Counselor and would like to change this to an Assistant Principal position instead. This would increase the AP positions at PCA to three and Counseling duties would be distributed as deemed appropraite by the administration. Administration is recommending Casey Cleveland for this position.
R. Lane made a motion to Approve the changing of the Counselor position at PCA to an Assistant Principal position for the 2023-2024 school year and to approve Casey Cleveland to fill this position.
G. Flowers seconded the motion.
The board **VOTED** unanimously to approve the motion.

## E. SCCA 2023-2024 Teacher Hires

Administration is recommending the hiring of Jennifer Downs for a SPED teacher position at SCCA for the 2023-2024 school year,
G. Flowers made a motion to Approve the hiring of Jennifer Downs for a SPED teacher position at SCCA for the 2023-2024 school year,.
R. Lane seconded the motion.

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

### F. PCA - Operational CPF Dashboard

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

### G. SCCA - Operational CPF Dashboard

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

### H. Pataula FY23 SCSC Monitoring CAP Response

All corrective actions were approved and partial points will be awarded on the CPF.

### I. SCCA FY23 SCSC Monitoring CAP Response

All corrective actions were approved and partial points will be awarded on the CPF.

## III. CFO/Business Director Report

### A. Pataula - FY 24 Initial General Operating Budget Presentation

This is the 2nd presentation of the Pataula FY24 General Operating Budget, Several line items were discussed.

### B. Pataula -Public Comment on FY 24 Budget

There were no oral or written comments regarding the PCA FY24 General Operating Budget.

### C. Pataula - FY 24 Initial General Operating Budget Adoption

The Finance Committee is requesting full Board approval for the Pataula FY24 General Operating Budget.
E. Austin made a motion to Approve the Pataula FY24 General Operating Budget.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

### D. Pataula - Monthly Financial Reports

The Board reviewed Pataula financial reports through February 2023. Pataula is on track to meet on the CPF Financial Assessment.

### E. Spring Creek - FY 24 Initial General Operating Budget

This is the 2nd presentation of the Spring Creek FY24 General Operating Budget, Several line items were discussed.

### F. Spring Creek -Public Comment on FY 24 Budget

There were no oral or written comments regarding the SCCA FY24 General Operating Budget.

### G. Spring Creek - FY 24 Initial General Operating Budget Adoption

The Finance Committee is requesting full Board approval for the Spring Creek FY24 General Operating Budget.
G. Flowers made a motion to Approve the Spring Creek FY24 General Operating Budget.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

### H. Spring Creek - Monthly Financial Reports

The Board reviewed Spring Creek financial reports through February 2023; Spring Creek is on track to meet on the CPF Financial Assessment.

## IV. Governance Committee Report

### A. Board Retreat - Superintendent/CFO Evaluation Work Session

The session will be held on April 28, 2023 at 9:00 AM in the PCA, Inc. Central Office Board Room.

### B. FY23 Board Self-Assessment

Complete the assessment if you have not already done so. The report will be used for strategic planning and/or annual goal setting. The Board also discussed Teacher Appreciation week activities.

## V. Closing Items

### A. Adjourn Meeting

R. Lane made a motion to Adjourn the meeting.
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 7:00 PM.

Respectfully Submitted,
E. Lenz