APPROVED

Pataula Charter Academy

Minutes

May 2023 Board Meeting

Date and Time
Monday May 15, 2023 at 6:00 PM

Location
Spring Creek Charter Academy lunchroom

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, K. Holley

Guests Present
C. Boyd, F. Riles, 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 15, 2023 at 6:00 PM.

C. Approve Agenda

The following items were added to the Agenda:
II. H. SCCA 49% Math Teacher - Vote
III. I. Staff Retention Bonus PCA and SCCA - Vote

R. Lane made a motion to Approve the Agenda as amended.
R. Collins seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve Minutes

R. Lane made a motion to approve the minutes from April 2023 Board Meeting on 04-17-23.
L. Hixon seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve Executive Session Minutes

R. Lane made a motion to Approve the minutes from Executive Session 1, April 17, 2023.
L. Hixon seconded the motion.
The board **VOTED** unanimously to approve the motion.
R. Lane made a motion to Approve the minutes from Executive Session 2, April 17, 2023.
L. Hixon seconded the motion.
Jennifer Sanders abstained from this vote since she abstained from this executive session.
The board **VOTED** unanimously to approve the motion.

F. Public Comment

There was no public comment.

G. Executive Session - Student

R. Collins made a motion to Enter Executive Session at 6:03.
R. Lane seconded the motion.
There were two student issues for this executive session. Jennifer Sanders abstained from the second issue.
The board **VOTED** unanimously to approve the motion.

H. Executive Session - Personnel

R. Lane made a motion to Enter Executive Session 2 at 6:40.
L. Hixon seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Superintendent Report

A. PCA Para Resignation

Crystal Waltman is resigning her Media Aide position at PCA at the end of the 2022-2023 school year.

B. PCA - Release from 2023-2024 Teacher Contracts - Resignations

Zach Mauldin and Harvey Smith have tendered resignations and are asking to be released from their 2023-2024 teaching contracts at PCA.
G. Flowers made a motion to Release Zach Mauldin and Harvey Smith from their 2023-2024 teaching contracts.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. PCA 2023-2024 Teacher Hires

School administration is recommending the hiring of Josh Temples, Darrell Brown and Claire Carlisle for teaching positions at PCA for the 2023-2024 school year.
R. Lane made a motion to Approve the hiring of Josh Temples, Darrell Brown and Claire Temples for teaching positions at PCA for the 2023-2024 school year.
R. Collins seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. SCCA 2023-2024 Teacher Hire

School administration is recommending the hiring of Emily Maxwell for a SPED teacher position at SCCA for the 2023-2024 school year.
R. Collins made a motion to Approve the hiring of Emily Maxwell 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.

E. District Athletic Director

Linda Miller will move into this position. Each school will continue to have a school-level AD.

F. PCA - Operational CPF Dashboard

PCA is on target to meet on Operational CPF.

G. SCCA - Operational CPF Dashboard

SCCA is on target to meet on Operational CPF.

H.

SCCA 49% Math Teacher Position

Kyiie is recommending the creation of a 49% Math teaching position at SCCA. School growth makes this position necessary.
R. Collins made a motion to Approve the addition of a 49% Math Teacher position at SCCA.
L. Hixon seconded the motion.
The board **VOTED** unanimously to approve the motion.
Kylie is recommending the hiring of Joye Bailey for the the 49% Math Teacher position at SCCA. Mrs. Bailey comes highly recommended.
R. Lane made a motion to Approve the hiring of Joye Bailey for the 49% Math Teacher position at SCCA.
G. Flowers seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. CFO/Business Director Report

A. School Resource Officer Position

Recent world events as well as recent school incidents highlight the need for this position. Security at athletic events as well as the capacity to conduct school investigations are at the forefront of administrative needs. Cheryl has applied for a Grant to fund this position which would also include a vehicle component, the grant is on a two year cycle. We are recommending to approve this position at PCA regardless of the outcome of the grant application, and will create the position at SCCA if awarded the grant.
G. Flowers made a motion to Approve the Addition of a School Resource Officer position at PCA for the 2023-2024 school year.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. PCA INC School Nutrition Administrative Review

PCA, INC received the triennal SNP Review of Pataula and Spring Creek. There were a couple of findings but all have been corrected.

C. Pataula - Classroom Construction Vendor Selection

The Finance Committee is requesting approval to accept the Bid of $10,050 from Edwards Drywall for construction of additional classroom and nurse space at PCA.
R. Collins made a motion to Accept the Bid of $10,050 from Edwards Drywall for construction of additional classroom and nurse space at PCA.
E. Austin seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Pataula - Lawncare Vendor Selection

The Finance Committee is recommending the Board accept the bid of $39,402 from Evergreen Lawn Services, INC for lawncare at PCA.
K. Gilbert made a motion to Approve the Bid of $39,402 from Evergreen Lawn Services, INC for lawncare services at PCA.
R. Collins seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Pataula - Paint Vendor Selection

The Finance Committee is recommending the Board accept the bid of $42,925 from Empire Painting for painting throughout PCA.
G. Flowers made a motion to Accept the Bid of $42,925 from Empire Painting for painting throughout PCA.
E. Austin seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Pataula - Monthly Financial Reports

The monthly financial reports through March 2023 were presented to the Board. PCA is on track to meet on Financial CPF.

G. Spring Creek - Classroom Construction Vendor Selection

The Finance Committee is recommending the Board approve the Bid of $5400 from Edwards Drywall to construct additional classroom space at SCCA.
G. Flowers made a motion to Accept the Bid of $5400 from Edwards Drywall for the construction of additional classroom and nurse space at SCCA.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. Spring Creek - Monthly Financial Reports

The monthly financial reports through March 2023 were presented to the Board. SCCA is on track to meet on Financial CPF.

I. Staff Retention Bonus

With the retention and hiring of employees being a new challenge (nation-wide) we foresee the need for retention and sign-on bonuses. We do not want to implement sign-on bonuses without first rewarding employees for retention. Therefore, the Finance Committee is recommending the Board approve a 5% Staff Retention Bonus for PCA and SCCA. While the bonuses will be distrubuted at the end of the school year, the committee would like It understood that a staff member leaving before next academic year, would then have the Retention Bonus deducted from their last paycheck.
L. Hixon made a motion to Approve a one-time Staff Retention Bonus of 5% for PCA and SCCA.
E. Austin seconded the motion.

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

IV. Governance Committee Report

A. Tribunal Policy

The Tribunal Policy needs to be amended to include: Schools may use a Hearing Officer OR Tribunal Panel to conduct tribunals, to further clarify who may appeal a tribunal decision, and to further clarify that all tribunal hearings and decisions are protected under student privacy laws.
E. Austin made a motion to Approve the Tribunal Policy as amended.
K. Gilbert seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Board Retreat - Superintendent/CFO Evaluation Work Session

This item was tabled.

C. FY23 Board Self-Assessment

Be sure to complete the self-assessment if you have not already done so. The report will be used for strategic planning and/or annual goal setting.

V. Academic Committee Report

A. Academic Committee Meeting Rescheduled

This item was tabled.

VI. Ad Hoc Superintendent/CFO Evaluation Committee Report

A. Superintendent/CFO Evaluations

Surveys for the evaluations were sent to all board members and applicable staff. The committee will complete the evaluation after those have been completed.

VII. Closing Items

A. Adjourn Meeting

R. Lane made a motion to Adjourn the meeting at 7:49.
L. Hixon 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 7:49 PM.

Respectfully Submitted,
E. Lenz