APPROVED

Pataula Charter Academy

Minutes

August 2023 Board Meeting

Date and Time
Monday August 21, 2023 at 6:00 PM

Location
SCCA Lunchroom

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

Directors Absent
None

Directors who arrived after the meeting opened
E. Austin

Ex Officio Members Present
C. Weathersby, K. Holley

I. Opening Items

A. Record Attendance

E. Austin arrived at 6:35 PM.

B. Call the Meeting to Order

R. Sapp called a meeting of the board of directors of Pataula Charter Academy to order on Monday Aug 21, 2023 at 6:05 PM.

C. Approve Agenda

The following changes were requested to the agenda:
Superintendent - Change II.D from "vote" to "FYI".
CFO - Change III.A from "vote" to "FYI" and add these items:
- III.H. - PCA Inc. Financial Policy amendment - vote
- III.I. - PCA Inc. Resolution for School Police Department - vote
- III.J. - Change to IPG Contract for PCA Construction - vote
- III.K. - Armed Personnel Policy amendment - vote

D. Approve Minutes

R. Lane made a motion to approve the minutes from July 2023 Board Meeting on 07-17-23.
K. Gilbert seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve Executive Session Minutes

R. Lane made a motion to approve the Executive Sessoin minutes #2 for the June Board Meeting.
R. Collins seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

J. Sanders	Abstain
K. Gilbert	Aye
L. Hixon	Aye
R. Lane	Aye
G. Flowers	Aye
E. Austin	Absent
R. Collins	Aye
R. Sapp	Aye

R. Lane made a motion to approve the Executive Session minutes for the July Board meeting.
L. Hixon seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Public Comment

There was no public comment.

G. Potential New Board Member Interview

Summer Confer was interviewed by the Board for the vacant Board seat.

H. Executive Session - Personnel

R. Lane made a motion to enter Executive Session at 6:20 to discuss new hire recommendations.
K. Gilbert seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Superintendent Report

A. PCA Para Hires

R. Lane made a motion to approve the recommendations for hire for Barry Adams and CeCe Curry as PCA paraprofessionals.
K. Gilbert seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. PCA Inc. Communications Project Proposal

R. Collins made a motion to accept the Communications Project Proposal to contract with Erin Lenz for Communications and Fundraising services for FY24.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. 23/24 Contracts with RESA for OT Services

L. Hixon made a motion to approve the FY24 RESA contracts for OT services for PCA at $11,184 and SCCA at $6,384.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Ga Charter School Replication and Expansion Cohort Program 2023-24 Application

Kylie informed the Board that the GA Charter School Replication and Expansion Cohort Program application was released a few weeks ago, and our application has been submitted. If approved, this will provide free services for Strategic Planning and Financial/Facility Planning for SCCA's future permanent facility.

E. Gifted Policy revision

R. Collins made a motion to approve the revised Gifted Policy as presented.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Seizure Plan Policy

R. Lane made a motion to approve the new Seizure Plan Policy as presented.
L. Hixon seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. Diabetes Management Plan Policy revision

R. Lane made a motion to approve the revised Diabetes Management Plan Policy as presented.
K. Gilbert seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. Gender Equity in Sports Policy amendment

G. Flowers made a motion to approve the Gender Equity in Sports Policy as presented.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

I. Title IX Sexual Harrassment Policy amendment

G. Flowers made a motion to approve the revised Title IX Sexual Harrassment Policy as presented.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

J. PCA - Operational CPF Dashboard

The SCSC has made some revisions to the CPF for Operations and Finance begining FY24. The new monthly dashboard reflects those changes. At this time PCA is projecting to meet for FY24 with a 100 on the Operational section of the CPF.

K. SCCA - Operational CPF Dashboard

The SCSC has made some revisions to the CPF for Operations and Finance begining FY24. The new monthly dashboard reflects those changes. At this time SCCA is projecting to meet for FY24 with a 100 on the Operational section of the CPF.

III. CFO/Business Director Report

A. PCA - SRO Vehicle

Cheryl is waiting on the City of Edison to give her meeting minutes that demonstrate a vote by the council and a lease agreement for use of a police car for the PCA SRO to use between now and December. If/when those documents are provided, Cheryl will insure the vehicle and the PCA SRO will resume use of the vehicle. We are still hopeful that we will receive a state grant to purchase a vehicle for the PCA SRO. No vote is required, as the lease payments through December do not exceed spending limits.

B. PCA - Erosion Control Expense Approval

E. Austin made a motion to approve an $11,050 expense with Buck Run Preserve for required erosion control to comply with GA DNR EPD mandates.
L. Hixon seconded the motion.

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

C. PCA -Safety Plan

G. Flowers made a motion to approve the amended PCA Safety Plan as presented.
K. Gilbert seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. PCA - Monthly Financial Reports

PCA FY23 budget to actuals had a variance of less than 1% but did end the year with a lower surplus than expected for the year. PCA is predicted to meet on the SCSC Financial CPF for FY23.

E. SCCA - New Hire

G. Flowers made a motion to approve the recommendations to hire Cynthia Burgess as a full time bus driver and paraprofessional and Lauren Turner as full time bus driver.
L. Hixon seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. SCCA - Monthly Financial Reports

SCCA FY23 budget to actuals had a variance of less than 1% and maintained a higher surplus than expected for the year. SCCA is predicted to meet on the SCSC Financial CPF for FY23.

G. SCCA - Safety Plan

R. Lane made a motion to approve the amended SCCA Safety Plan as presented.
G. Flowers seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. PCA Inc. Financial Policy revision

L. Hixon made a motion to approve the revisions to the PCA Inc. Financial Policy as presented.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

I. PCA Inc. Resolution for School Police Department

G. Flowers made a motion to approve a resolution to create the PCA-SCCA School Police to have jurisdiction over School Resource Officers that PCA or SCCA employ.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

J. IPG Contract Change for PCA Construction Project

R. Lane made a motion to amend the contract with IPG for architect services for the constuction of the auxillary gym to add construction of the field house for an increase in contract price of $46,105.
E. Austin seconded the motion.
The board **VOTED** unanimously to approve the motion.

K. Armed Personnel Policy Revision

L. Hixon made a motion to approve the revisions to the Armed Personnel Policy.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Governance Committee Report

A. New Board Member vote

G. Flowers made a motion to approve Summer confer as a new PCA Inc. Board Member.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Academic Committee Report

A. Appoint New Board Member

R. Collins made a motion to appoint Summer Confer to the Academic Excellence Committee.
K. Gilbert seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Ad Hoc Superintendent/CFO Evaluation Committee Report

A. Superintendent/CFO Evaluation Update

Rochelle is meeting with the Superintendent and CFO next week to finalize their FY23 evaluations.

VII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:12 PM.

Respectfully Submitted,
R. Sapp