APPROVED

Pataula Charter Academy

Minutes

January 2024 Board Meeting

Date and Time
Monday January 22, 2024 at 6:00 PM

Location
Spring Creek Charter Academy lunchroom

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

Directors Absent
None

Ex Officio Members Present
C. Weathersby, K. Holley

Guests Present
L. Adkinson

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

L. Hixon called a meeting of the board of directors of Pataula Charter Academy to order on Monday Jan 22, 2024 at 6:05 PM.

C. Approve Agenda

The following items were added to the Agenda:

II. J. SCCA Teacher Retirement - FYI
III. E. SCCA SRO - Vote
R. Lane 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

R. Lane made a motion to approve the minutes from December 2022 Board Meeting on 12-18-23.
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 Minutes from Executive Session December 18, 2023.
E. Austin seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Public Comment

There was no public comment.

G. Executive Session - Personnel

R. Lane made a motion to enter Executive Session to discuss personnel matters at 6:08.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Superintendent Report

A. PCA Teacher Resignation

Eric Thomas has requested to be released from his 23-24 teaching contract at PCA effective February 3, 2024.
G. Flowers made a motion to release Eric Thomas from his 23-24 teaching contract at PCA effective February 3, 2024.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

B.

SCCA New High School Teacher Position

A new high school teacher position is needed at SCCA for the 24-25 school year due to growth.
G. Flowers made a motion to add a high school teacher position at SCCA for the 24-25 school year due to growth.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. 2022-2023 PCA SCSC CPF Determinations

2022-2023 SCSC CPF determinations have only been given for schools going through renewal. Since PCA is going through renewal, PCA has a determination, but we have not yet received a determination for SCCA. PCA met on all 3 portions (Academic, Operational, and Financial) of the 2022-2023 CPF. This means that PCA has met in all 3 areas for each year of the current charter, and therefore, should be granted a renewal charter. The renewal application has been submitted. .

D. FY24 SCSC Monitoring Results - Operational

SCSC did not identify any "findings" in their FY24 compliance monitoring. The committee did identify three "Adverse Practices", which do not result in a loss of points on the CPF. Adverse practices identify areas that could pose a future potential risk in compliance or liability.

1. The school received an adverse practice because the notice of nondiscrimination to employees and staff does not include that the school will not discriminate based on genetic information.

2. NFPA 10 Sub. 5.5.5 requires at least one "K-class" fire extinguisher to be present "for the protection of cooking appliances that use combustible cooking media". Although the school had a K-Class extinguisher in its kitchen at the time of its October 3rd, 2023 health & safety visit, the extinguisher's inspection expired in July 2023.

3. Mandatory reporters are required to report regardless of whether it is based on privileged/confidential communication. The current policy does not explicitly state this.

Policies regarding Nondiscrimination and Child Abuse mandatory reporting have been updated and will be voted on tonight. The expired Fire Extinguisher inspection has been updated.

E. FY24 SPED LEA Determination Reports

Both schools scored 100% on the FY24 Sped LEA Determinations, which annually evaluates the LEA's performance in meeting the purpose and requirements of IDEA.

F.

Non-Discrimination Policy revision

J. Sanders made a motion to approve the revisions to the Non-Discrimination policy.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. Child Abuse Reporting Policy revision

R. Lane made a motion to approve the revisions to the Child Abuse Reporting Policy.
G. Flowers seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. PCA - Operational CPF Dashboard

PCA is on target to meet on Operational CPF with a projected score of 100.

I. SCCA - Operational CPF Dashboard

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

J. SCCA Teacher Retirement.

Gay Williams, SCCA Science teacher, will retire at the end of the 2023-2024 school year.

III. CFO/Business Director Report

A. FY24 SCSC Monitoring Results - Financial

The SCSC did not identify compliance concerns within the scope of its review. However, the committee did identify one "Adverse Practice":

The SCSC recommends that when reporting fund balance at least one of the following components be included:
*non-spendable fund balance
*restricted fund balance
*committed fund balance
*assigned fund balance
*unassigned fund balance
It is also recommended that its Governing Board develop policies to detail how the fund balance for the school's General Fund is managed, outlining both the constraints on how resources of the fund can be spent and the sources of those restrictions.

Cheryl has added "unassigned" to the fund balance sheet. Cheryl and Rhonda are updating policies.

B.

Pataula - Monthly Financial Reports

Monthly financials through November were reviewed. Pataula is within budget and on track to meet on Financial CPF.

C. SCCA - Monthly Financial Reports

Monthly financials through November were reviewed. Spring Creek is within budget and on track to meet on Financial CPF.

D. Facility Ad-hoc Committee

A motion has been made to create a temporary facility committee to oversee the planning, budgeting and construction of Spring Creek's permanent building.
R. Lane made a motion to create a Facilities Ad Hoc Committee and name Grayson Flowers, Chairman.
R. Collins seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. SCCA SRO Position

SCCA has received a Safety Grant that included salaries and benefits for a School Resource Officer. Cheryl is requesting the board create an SRO position.
R. Collins made a motion to approve the hiring of an SRO at Spring Creek,.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Governance Committee Report

A. New Board Members

The Governance Committee held interviews on Thursday, January 18, 2024 for Board and Board Bank Members. The committee is recommending the appointment of Jamie Earp and Nicole Johnson to the Board. They also recommend Kutrina Price for Board Bank Member and possible committee member.
E. Austin made a motion to approve the appointment of Jamie Earp and Nicole Johnson to the Board and to approve Kutrina Price as Board Bank member as well as possible committee membership.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Academic Committee Report

A. New Committee Chair

R. Collins made a motion to approve Ronnie Lane as the new chair for the Academic Committee.
J. Sanders seconded the motion.

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

B. 2022-2023 CCRPI Scores and Comparisons

2022-2023 CCRPI Scores and Comparisons were reviewed. PCA outperformed their Local LEA's in all grade bands. SCCA outperformed their local LEA's in elementary and was comparable in middle school.

C. Winter MAP Growth Reports

Winter MAP Growth reports were reviewed. Math at both schools demonstrates excellent growth. Reading in primary grades also has great growth. This is attributed to the new Phonics program.

VI. Ad Hoc Superintendent/CFO Evaluation Committee

A. Schedule Meeting to Begin Evaluation Process

Rochelle Sapp, previous chair of the committee, will be contacted to review procedures used.

VII. Closing Items

A. Adjourn Meeting

G. Flowers made a motion to adjourn the meeting at 6:46.
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 6:46 PM.

Respectfully Submitted,
L. Hixon