APPROVED

Pataula Charter Academy

Minutes

April 2024 Board Meeting

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

Location
PCA Inc. Central Office Board Room

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

Directors Absent
None

Ex Officio Members Present
C. Weathersby, K. Holley

Guests Present
C. Boyd, H. Worsley, 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 Apr 22, 2024 at 6:04 PM.

C. Approve Agenda

R. Collins made a motion to Approve the Agenda as presented.
G. Flowers seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve Minutes

E. Austin made a motion to approve the minutes from March 2024 Board Meeting on 03-18-24.
J. Earp seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve Executive Session Minutes

N. Johnson made a motion to Approve the minutes from Executive Session Marchi 18, 2024.
J. Earp seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Public Comment

G. Executive Session - Personnel

R. Lane made a motion to Enter Executive Session at 6:05.
G. Flowers seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Superintendent Report

A. PCA Resignations

The following personnel at Pataula have tendered resignations at the end of the 23-24 School year: David Bell, Math/PE teacher and Head Football Coach
Sealy Pierce Stuart, Middle School teacher
Ashley Andrews, Paraprofessional

B. PCA - Teacher Hires for 24/25 SY

Administration is recommending hiring LeeAnn Dalrymple and Lindsay Blalock for teaching positions at PCA for the 24-25 School Year.
R. Collins made a motion to Approve hiring LeeAnn Dalrymple and Lindsay Blalock for teaching positions at PCA for the 24-25 School Year.
J. Earp seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. PCA Para Hires for 24/25 SY

Administration is recommending hiring Rakeita Curry, Stephanie Burnett, and Suzie LeRoy for paraprofessional positions at PCA for the 24-25 School Year.
R. Lane made a motion to Approve hiring Rakeita Curry, Stephanie Burnett, and Suzie LeRoy for paraprofessional positions at PCA for the 24-25 School Year.
J. Earp seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. SCCA - Teacher Hires for 24/25 SY

Administration is recommending hiring Lindsay Anderson for a teaching position at SCCA for the 24-25 School Year.
G. Flowers made a motion to Approve hiring Lindsey Anderson for a teaching position at SCCA for the 24-25 School Year.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. SCCA Assistant Principal/Counselor Position

Heather is recommending to make the Counselor Position at SCCA an AP/Counselor position to allow this position to be a 12-month instead of 11-month contract and this position can assist with instructional evaluations. We are filling the open AP position from within.
J. Earp made a motion to Approve making the Counselor Position at SCCA an AP/Counselor position and the position be a 12-month instead of 11-month contract.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. SCCA Draft Strategic Plan

SCCA has undergone the Stategic Planning process over the last year. The first two priorities in the plan will impact academics and both schools will be following the implementation plan. The third priority is related to building a permanent facility at SCCA. The Plan is approximately 85% finalized, however, Kylie is requesting Board review and input before it is presented to stakeholder focus groups for feedback and then shared with the public.

G. PCA - Operational CPF Dashboard

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

H. SCCA - Operational CPF Dashboard

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

I.

Student Record Transfer and School Record Retention Policy

Although we use the State Records Retention policy as our guide for student record and financial documents retention, PCA, INC does not have a written Board Policy for Student Record Transfer and School Record Retention Policy. Kylie is requesting the Board approve the Policy as presented.
R. Collins made a motion to Approve the Student Record Transfer and School Record Retention Policy as presented.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. CFO/Business Director Report

A. Pataula - FY 2025 Final Budget Presentation

This is the second presentation of Pataula's FY25 Initial General Operating Budget for Board review and approval.

B. Pataula - Public Comment on FY 25 Budget Presentation

There was no written or in-person public comment on Pataula's FY25 Initial General Operating Budget.

C. Pataula - FY 2025 General Operating Budget Adoption

G. Flowers made a motion to Approve Pataula's FY25 Initial General Operating Budget as presented.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Pataula - Monthly Financial Reports

The Board reviewed monthly financial reports through February 2024; with approximately 70% of the budget spent, PCA is on track to meet on Financial CPF with a score of 85.

E. Pataula - Construction update

Cheryl gave an update on the construction timeline for the new gym and field house. The metal building materials for the gym have been delayed and will arrive in May. The gym and new weight room will share a roof so summer conditioning will not start until mid July, but the new gym will not be ready for use until after school starts. The field house will be ready the first to mid July in time for home football games as well as for Andrew College to host their 3 home games as contracted.

F. SCCA - FY 2025 Final Budget Presentation

This is the second presentation of Spring Creek's FY25 Initial General Operating Budget for Board review and approval.

G.

SCCA - Public comment on FY 25 Budget

There was not written or in-person public comment on Spring Creek's FY25 Initial General Operating Budget.

H. SCCA - FY 2025 General Operating Budget Adoption

G. Flowers made a motion to Approve Spring Creek's FY25 Initial General Operating Budget as presented.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

I. SCCA -Monthly Financial Reports

The Board reviewed monthly financial reports through February 2024; with approximately 69% of the budget spent, SCCA is on track to meet on Financial CPF with a score of 95.

J. SCCA - Facility Adhoc Committee Update

The Facility Adhoc committee met on April 10, including contractors. Using the same design as Pataula's building with few updates - we have a tentative move-in timeline of Fall 2027. Those adjusted design options were discussed pending enrollment numbers. Cheryl will begin working on the USDA financing process. The entire financing and construction process takes about 3 years historically.

IV. Governance Committee Report

A. Governance Training Reminder

Don't forget to also complete the online training prior to April 30, if you have not already done so. Please send Kylie your training certificates once completed. She will need them to complete the annual training report.

B. Annual Board Self-Assessment

Don't forget to complete the Annual Board Assessment if you have not done so.

C. Governing Board Retreat

Set for Friday, September 20, 2024 at Callaway. Please let Cheryl know which nights you will be staying.

V. Academic Committee Report

A. Spring MAP Scores

The Academic Committee reviewed Spring MAP score reports at their last meeting. Both schools are demonstrating above average growth in Math overall and in Reading in primary grades.

B. PCA Advanced Placement and SCCA Dual Enrollment Courses Coming Soon

PCA will be adding two AP courses over the next two years. We will begin with AP Seminar next year and then add AP Research the following year. These course will benefit students in several ways:
- The course will add additional weight for GPA (similar to Dual Enrollment courses)
- The course can potentially earn college credit (based on score on AP Exam and colleges' criteria)
- The course will better prepare students for the rigor of college classes, specifically in writing papers for these particular courses being offered.

SCCA will offer these courses eventually, but will be starting up their Dual Enrollment program next year!! The benefits of Dual Enrollment courses are:
- DE courses add additional weight for GPA
- DE courses count as both high school and college credits
- DE courses better prepare students for the rigor and expectations of college

VI. Ad Hoc Superintendent/CFO Evaluation Committee

A. FY24 Supt/CFO Evaluations

Self-assessments and survey data from staff have been shared with Board members. Next step, each veteran Board member will review the self-assessments and staff survey data and then complete the surveys themselves. The final report will then be created by the Committee Chair.

VII. Closing Items

A. Adjourn Meeting

R. Lane made a motion to Adjourn the meeting at 6:58.
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 6:58 PM.

Respectfully Submitted,
L. Hixon