APPROVED

Pataula Charter Academy

Minutes

October 2024 Board Meeting

Date and Time
Monday October 21, 2024 at 6:00 PM

Location
PCA Inc. Central Office Board Room

Directors Present
G. Flowers, K. Gilbert, L. Hixon, N. Johnson, R. Collins, R. Lane

Directors Absent
E. Austin, J. Earp, J. Sanders

Ex Officio Members Present
C. Weathersby, K. Holley

Guests Present
C. Boyd, 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 Oct 21, 2024 at 6:01 PM.

C. Approve Agenda

The following items were added to the Agenda:
II. G. Anonymous Religious Complaint
II. H. SCCA Para Hire
III. E. PCA Approval for Fiber Repair
III. F. SCCA Approval for Access Control Panel purchase
R. Lane made a motion to Approve the Agenda as amended.
K. Gilbert seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve Minutes

G. Flowers made a motion to approve the minutes from September 2024 Board Meeting on 09-16-24.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve Executive Session Minutes

N. Johnson made a motion to Approve the Executive Session minutes from September 16, 2024.
G. Flowers 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 at 6:03.
R. Collins seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Superintendent Report

A. SCCA Para Resignation

Leslie Howard, Media Para at SCCA has resigned effective October 9, 2024.

B. PCA - Operational CPF Dashboard

Two months into the new school year, PCA is on track to meet on Operational CPF.

C.

SCCA - Operational CPF Dashboard

Two months into the new school year, SCCA is on track to meet on Operational CPF.

D. PCA Enrollment Update

Kylie gave the Board an enrollment update post FTE. PCA enrollment number as of October 1, 2024 is 575, which is less than a 3% variance from the SCSC projections submitted. There are 119 students on waiting lists as of Oct. 1.

E. SCCA Enrollment Update

Kylie gave the Board an enrollment update post FTE. SCCA enrollment number as of October 1, 2024 is 474, which is less than a 3% variance from the SCSC projections submitted. There are 130 students on waiting lists as of Oct. 1.

F. Open Enrollment - Marketing and Outreach

Open Enrollment opens Nov. 1, Lottery will be Jan. 30. Marketing and Outreach planning has already begun. Both online and paper versions of the Pre-enrollment form for both schools are ready for distribution when Open Enrollment begins.

G. Anonymous Complaint

PCA received an anonymous complaint related to religion in schools. Some of the complaints were based on the complainant's apparent misunderstanding of laws related to protection of students' 1st amendment rights, specifically student-led prayer and events (ie. Fellowship of Christian Athletes, FCA), and therefore are not actual violations. The other complaints that potentially could be violations happened several years ago and did not give specific information about the staff member alleged to be in violation. Given that, it is difficult to investigate. Therefore, Kylie sent a reminder of all guidelines related to prayer or other religious expression by staff members to all staff. This included that staff are not allowed to lead or encourage prayer or religious expression, but that they are also not allowed to discourage and deny a student's right to pray or express religious beliefs or treat student-led groups such as FCA any less favorably than other students groups.

**NOTE: While the Board is always made aware of any complaint, most anonymous complaints are not investigated or responded to in this way. Anonymous complaints that allege a violation of a person's rights or that are a potential safety concern will be investigated to the best of the school's ability, but may not always have a public response.*

H. SCCA Para Hire

Heather Worsley, Principal at Spring Creek, is recommending Stuart Atkinson for the open para position at SCCA.

G. Flowers made a motion to Approve hiring Stuart Atkinson for the open para position at SCCA.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. CFO/Business Director Report

A. Pataula - Monthly Financial Reports

The Finance Committee reviewed financial reports through August 2024. PCA is on track to meet on Financial CPF.

B. Spring Creek - Monthly Financial Reports

The Finance Committee reviewed financial reports through August 2024. SCCA is on track to meet on Financial CPF.

C. SCCA - School Resource Officer Vehicle Purchase

The Finance Committee approved the purchase of a Ford Explorer for the SRO at SCCA from Riverbend Ford for the purchase price of $16,934.50. The Committee is seeking full board approval for the purchase.
G. Flowers made a motion to Approve the purchase of a Ford Explorer for the SRO at SCCA from Riverbend Ford for the purchase price of $16,934.50.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Construction Update

Construction at PCA is mostly complete and we have received our Certificate of Occupancy. We are waiting on delivery of the goals for the new gym.

We have received formal approval from USDA to begin the Loan Application process for the permanent building at SCCA.

E. Pataula - Approval for Fiber Repair

During installation of the new primary playground at PCA the fiber to the new field house was cut. The Finance Committee has approved the bid from SGA Networks of $9,000 for fiber repair and is requesting full Board approval.
R. Lane made a motion to Approve the bid from SGA Networks of $9,000 for fiber repair at PCA.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. SCCA - Approval for additional Access Control Panels

The Finance Committee has approved the use of Safety Grant monies at SCCA to install additional Access Control Panels. Action Alarm's bid to install additional access control panels at every entrance at Spring Creek is $11,750.00.
R. Lane made a motion to Approve the bid from Action Alarm of $11,750.00 to install Access Control Panels at every entrance at Spring Creek.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Governance Committee Report

A. 2024-2025 Board Goal

The Board Self-Assessment was reviewed at the Board Retreat. The only indicator that showed evidence of needing improvement was Succession Planning. It is recommended we set a Board Goal of "creating a long-term sucession plan" and create an Ad Hoc Committee to work on this goal. Board members interested on serving on this committee are Lindsey Hixon, Jennifer Sanders, Jamie Earp, and Erica Austin.
G. Flowers made a motion to Adopt the Board Goal of Creating a long-term succession plan and approve the creation of an Adhoc Committee to work on this goal.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Academic Committee Report

A. Next Meeting

The next meeting of the Academic Committee is scheduled for October 28, 2024 at 5:00 PM at the Central Office.

VI. Closing Items

A. Adjourn Meeting

R. Lane made a motion to Adjourn the meeting at 6:44.
N. Johnson 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 6:44 PM.

Respectfully Submitted,
L. Hixon