APPROVED

Pataula Charter Academy

Minutes

December 2024 Board Meeting

Date and Time
Monday December 16, 2024 at 6:00 PM

Location
PCA Inc. Central Office Board Room

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

Directors Absent
J. Earp, K. Gilbert

Directors who arrived after the meeting opened
E. Austin, L. Hixon

Ex Officio Members Present
C. Weathersby, K. Holley

Guests Present
L. Adkinson

I. Opening Items

A. Record Attendance

E. Austin arrived at 6:07 PM.
L. Hixon arrived at 6:13 PM.

B. Call the Meeting to Order

G. Flowers called a meeting of the board of directors of Pataula Charter Academy to order on Monday Dec 16, 2024 at 6:02 PM.

C. Approve Agenda

The following item was added to the Agenda:
III. J. SCCA Bank CD - 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

N. Johnson made a motion to approve the minutes from November 2024 Board Meeting on 11-18-24.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Public Comment

There was no public comment.

II. Superintendent Report

A. 2023-2023 CCRPI Scores and Comparisons

CCRPI scores for our service areas were reviewed and compared. Kylie predicts that PCA and SCCA will meet on Academic CPF based on her preliminary calculations, but the SCSC has not yet released official CPF scores. Academic CPF scores will be released by December 23, 2024 for SCCA, since they are up for renewal. PCA will not receive scores until January or February.

B. PCA - Teacher Resignation

Kayla Williams, teacher and head softball coach at PCA, has submitted her resignation effective at the completion of the 2024-2025 SY. Her family is relocating for her husband's new coaching job at ABAC.

C. SCCA Charter Renewal

The charter renewal application is due January 8. The application is complete other than the Academic CPF determination for the 2023-2024 school year, which the SCSC will release no later than Dec. 23. We are not requesting any major revisions to our charter contract. We are requesting two minor operational changes:

- Request to increase the enrollment cap. The current charter did not include full enrollment for K-12, and the Board has discussed the possibility of increasing the class size in order to afford a permanent facility. The new enrollment minimum and maximum numbers will allow us to maintain the current class size OR increase by 2 per class.
- Request to add students who attended SCCA BFTS Pre-K as a 3rd enrollment priority. This is allowable by GA law, but we have not been able to use this priority due to USED CSP Grant guidelines. We would like to add this new priority since our CSP grant period will be over.

R. Lane made a motion to Approve the operational changes to SCCA's Charter Renewal Application.
J. Sanders seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. PCA Charter Amendment Request

Request to amend charter to add 3rd enrollment priority - students enrolled in Pataula Charter Academy's BFTS Pre-K program.
R. Collins made a motion to Approve the request to add a 3rd enrollment priority to PCA's Charter.
E. Austin seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. PCA - Operational CPF Dashboard

PCA is on track to meet on Operational CPF.

F. SCCA - Operational CPF Dashboard

SCCA is on track to meet on Operational CPF.

G. Enrollment Updates

PCA is still on target to have less than a 3% enrollment variance with a total of 576 students in grades K-12 and currently has 113 students on the waiting list.

SCCA is still on target to have less than a 3% enrollment variance with a total of 466 students in grades K-12 and currently has 127 students on the waiting list.

Open Enrollment is open for the 2025-2026 SY and marketing/outreach has begun.

III. CFO/Business Director Report

A. Pataula - FY 25 Amended Budget

The Finance Committee reviewed Pataula's FY 25 Amended General Operating Budget. The Committee voted to send the Budget to the Board for final approval.

B. Pataula - Public comment on the FY 25 Amended Budget

There as no public comment on Pataula's FY 25 Amended General Operating Budget.

C. Pataula - FY 25 Amended General Operating Budget Adoption

R. Lane made a motion to Adopt Pataula's FY 25 Amended General Operating Budget.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. SCCA - FY 25 Amended Budget

The Finance Committee reviewed Spring Creek's FY 25 Amended General Operating Budget. The Committee voted to send the Budget to the Board for final approval.

E. SCCA - Public comment on the FY 25 Amended Budget

There was no public comment on Spring Creek's FY 25 Amended General Operating Budget.

F. SCCA - FY 25 General Operating Budget Adoption

R. Lane made a motion to Adopt Spring Creek's FY 25 Amended General Operating Budget.
R. Collins seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. Pataula - monthly financial reports

The Board reviewed monthly financials through October 2024. PCA is on track to meet on Financial CPF.

H. SCCA - monthly financial reports

The Board reviewed monthly financials through October 2024. SCCA is on track to meet on Financial CPF.

I. Pataula - Erate project for wifi router replacement

PCA has initiated an Erate project to install new wifi routers throughout the school due to software updates. PCA received three bids for the project. The Finance Committee is recommending the Board accept the bid from SGA Networks for a total price of $84,044. Pataula's portion of the project after Erate percentage will be $21,500. We have used this vendor before.
R. Collins made a motion to Accept the Bid from SGA Networks to install new wifi routers throughout PCA for a total price of $84,044 with PCA's Erate percentage price being $21,500.
R. Lane seconded the motion.

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

J. SCCA Bank CD

The Finance Committee approved moving $1,000,000 from Spring Creek's bank account into a one year Bank CD with a interest rate of 4.65%. This will generate revenue of approximately $40,000 over the year. The Committee is requesting full Board approval.
E. Austin made a motion to Approve moving SCCA funds into a one-year Bank CD.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Governance Committee Report

A. 2024-2025 Board Goal

The Board set the 24/25 Board Goal of "creating a long-term sucession plan". Board members serving on this ad hoc committee are Lindsey Hixon, Jennifer Sanders, Jamie Earp, and Erica Austin. The Ad Hoc Committee will meet Jan. 27 @5PM @ SCCA (before Board meeting).

B. Required Annual Board Training

Governance Training Dates – Preliminary Details (Choose One Option)

Atlanta – Loudermilk Conference Center
February 11, 12:00 p.m. – 5:00 p.m. - New Governing Board Member Training*
February 12, 9:00 a.m. – 5:00 p.m. – Training for All Governing Board Members

Athens – The Classic Center
April 22, 12:00 p.m. – 5:00 p.m. - New Governing Board Member Training*
April 23, 9:00 a.m. – 5:00 p.m. – Training for All Governing Board Members
*New board members will complete 2 additional hours of training through virtual, asynchronous sessions.

The majority of the Board members present indicate a preference for the April training dates. Cheryl will follow up with an email after the Holidays for confirmation before making Lodging arrangements.

V. Closing Items

A. Adjourn Meeting

E. Austin made a motion to Adjourn the meeting at 6:31.
R. Lane 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 6:31 PM.

Respectfully Submitted,
G. Flowers