APPROVED

Pataula Charter Academy

Minutes

March 2025 Board Meeting

Date and Time
Monday March 24, 2025 at 6:00 PM

Location
Spring Creek Charter Academy lunchroom

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

Directors Absent
R. Collins

Ex Officio Members Present
C. Weathersby, K. Holley

Guests Present
C. Boyd, H. Worsley

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 Mar 24, 2025 at 6:03 PM.

C. Approve Agenda

Kylie needed to add the name Karol Hixon to IIB. PCA Teacher Resignations.

Cheryl needed to change/add the following:
- Change IIID. to SNP Employee Termination - Vote
- Add IIIK. - Creation of SCCA Maintenance Position for 2025-2026 SY - Vote
- Add IIIL. - Add PCA Mower Purchase - Vote
- Add IIIM. - PCA Inc. Request from BoE for using IntraFi - Discuss
- Add IIIN. - Public Comment on FY26 Budgets for PCA and SCCA

Grayson needed to add VIB. - Superintendent/CFO Evaluation Ad Hoc Committee Appointees - FYI
R. Lane made a motion to approve the agenda as amended.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve Minutes

R. Lane made a motion to approve the minutes from January 2025 Board Meeting on 01-27-25.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve Executive Session Minutes

R. Lane made a motion to approve all 3 Executive Session minutes from the January 27, 2025 Board meeting.
N. Johnson 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 hiring at 6:09 PM.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.
R. Lane made a motion to made a motion to exit Executive Session at 6:15 PM.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Superintendent Report

A. 2025-2026 SY Certified Contract Approval

R. Lane made a motion to approve the revised certified employee contracts as presented.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. PCA Teacher Resignation/Retirement

Kylie informed the Board that the following PCA teachers have tendered their resignation effective at the end of their 24/25 contracts: Lisa Towns, Levi Rice, and Karol Hixon.

C. PCA Teacher Hires for 25/26 SY

R. Lane made a motion to approve the hiring of the following teachers for the 25/26 SY: Kim Pinkins - Elementary/Girls Basketball Ashlyn Rogers - PE/Softball Wes Murphy - Wes Murphy - PE/Football.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. PCA Para Hires for 25/26 SY

R. Lane made a motion to approve the hire of Danielle Williams as a full-time paraprofessional beginning the 25/26 SY.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. SCCA Teacher Retirement/Resignations

Kylie informed the Board that the following SCCA teachers have tendered their resignation effective at the end of their 24/25 contracts: Rachel Marshall and Anna Barber. Becki Miller also retired as on Feb. 1, 2025.

F. SCCA - Add certified teaching position for 25/26 SY

R. Lane made a motion to add a certified PE Teacher position at SCCA beginning the 25/26 SY.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. SCCA Teacher Hires for 2025-2026 SY

R. Lane made a motion to approve the hiring of the following teachers for the 25/26 SY: Hillary Bell - Elementary/Softball Collins McClendon - PE/Baseball.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

H.

SCCA Para Hire

R. Lane made a motion to approve the hire of Kristy Glass as a full-time paraprofessional at SCCA effective immediately.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

I. Change District Position to 2 School Level Positions

R. Lane made a motion to change the District position for Special Education Director to a school-level Special Education Director at each school.
N. Johnson seconded the motion.
Kylie presented data as a rationale to support the need for this. The number of SPED staff and students with IEPs, 504 Plans, or in MTSS has increased as our district has grown, and the needs have surpassed having a shared Director.
The board **VOTED** unanimously to approve the motion.

J. PCA Final/Official 2023-2024 CPF Results

PCA's official Comprehensive Performance Framework determinations have been published by the State Charter School Commission. PCA met on each are of the CPF: Academic, Financial, and Operations.
*NOTE - Reminder that SCCA received their determination early due to renewal and also met in all 3 areas.

K. PCA - Operational CPF Dashboard

PCA is on target to meet on the Operational CPF for the 24/25 SY.

L. SCCA - Operational CPF Dashboard

SCCA is on target to meet on the Operational CPF for the 24/25 SY.

M. Enrollment Updates

Kylie gave the Board an update on predicted enrollment numbers for the 25/26 SY based on the lottery. PCA is full with waiting lists in all grades except Pre-K and 12th. SCCA is full with waiting lists in grades Pre-K- 8th, but still has some openings in high school.

III. CFO/Business Director Report

A. PCA Monthly Financial Reports

Cheryl presented monthly financial reports. PCA is on target to meet on the Financial CPF for the 24/25 SY.

B. Pataula - FY 26 General Operating Budget

Cheryl presented the initial FY26 General Operating Budget for information/discussion. The final budget will be approved at the April Board meeting.

C. Pataula - vehicle purchase

R. Lane made a motion to purchase a work truck for the District Transportation Director/Mechanic from Parkway Motors for $12,500.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. PCA SNP Personnel Termination

R. Lane made a motion to terminate the employment of Ladonna Coleman as an SNP worker at PCA.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Pataula - SNP Employee Hire

R. Lane made a motion to hire Vanisha Allen for the open SNP position at PCA.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. SCCA - Monthly Board Reports

Cheryl presented monthly financial reports. SCCA is on target to meet on the Financial CPF for the 24/25 SY.

G. SCCA - FY 26 General Operating Budget

Cheryl presented the initial FY26 General Operating Budget for information/discussion. The final budget will be approved at the April Board meeting.

H. SCCA - vendor selection for PA system

R. Lane made a motion to accept the bid from Action Alarm to install a PA system at SCCA for $29,850 using funds from the Connections Grant.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

I. SCCA Facility Update

The Facility Committee updated the Board on the progress to date of building a permanent facility. The committee and staff have met with the Project Managers to begin the initial phases. These phases include applying to USDA for financing, determining our enrollment projections and program needs and hiring an architect. The bid for architect closes on 4/9 and we will make a recommendation to the board at the April meeting.

J.

SCCA - SNP Hire

R. Lane made a motion to approve the hire of Angela Nash for the part-time SNP position at SCCA.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

K. Change District Maintenance Position to a School-level Maintenance Position at Each School

R. Lane made a motion to change the District Maintenance position to a School-level Maintenance Position at each school.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

L. PCA Mower Purchase

R. Lane made a motion to approve the purchase of a mower for PCA for $17,118 from Weeks Farm Equipment.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

M. Request from Bank of Edison for PCA Inc. to use IntraFi

Cheryl presented the board with the request made by Bank of Edison to use IntraFi to spread the schools' funds over several banks to prevent the bank from losing money due to protecting funds over the FDIC threshold. This will not cost the schools anything, rather it will allow the bank to pay us "interest" on the money we do have in the bank.

N. Public Comment on the initial proposed FY26 budgets for PCA and SCCA.

There was no public comment.

IV. Governance Committee Report

A. Required Annual Board Training

Everyone is registered for the training and Cheryl has secured a room for the night of the April 22nd for all Board members.

B. Annual Board Self-Assessment

Be on the lookout for an email from BoardOnTrack to complete the Annual Board Assessment.

V. Ad Hoc Superintendent/CFO Evaluation Committee

A. 24/25 SY Evaluation Process

As part of Succession Planning, we will review/revise and then formalize this process with a policy.

B. Ad Hoc Superintendent/CFO Evaluation Committee for the 24/25 SY

As per our policy for this Ad Hoc Committee, Board Chair Lindsey Hixon, must appoint the members each year. Lindsey appoints herself, Grayson Flowers, and Jennifer Sanders to the committee.

The Committee will meet in the next few weeks to begin the revision of the process and to begin the process.

VI. 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 6:54 PM.

Respectfully Submitted,
L. Hixon