APPROVED

Pataula Charter Academy

Minutes

May 2025 Board Meeting

Date and Time
Monday May 19, 2025 at 6:00 PM

Location
Spring Creek Charter Academy lunchroom

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

Directors Absent
J. Sanders

Ex Officio Members Present
C. Weathersby, K. Holley

Guests Present
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 May 19, 2025 at 6:02 PM.

C. Approve Agenda

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

D. Approve Minutes

R. Lane made a motion to approve the minutes from April 2025 Board Meeting on 04-21-25.
G. Flowers seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve Executive Session Minutes

R. Lane made a motion to Approve the Executive Session (FERPA) Minutes from April 21, 2025.
G. Flowers seconded the motion.
The board **VOTED** unanimously to approve the motion.
R. Lane made a motion to Approve the Executive Session (Personnel) Minutes from April 21. 2025.
G. Flowers seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Public Comment

Lazaro Gamez, Captain Adam Mobley, and Jessica Mobley made public comments.

G. Employee Termination/Grievance

Kylie Holley, Superintendent, summarized for the Board the events leading to the suspension and recommendation for termination of Mrs. Marisa Jasinski, Data Clerk at Spring Creek Charter Academy.

Marisa Jasinski, Data Clerk at SCCA, spoke to the Board regarding her suspension and possible termination.

H. Executive Session - Personnel

R. Lane made a motion to enter Executive Session for Personnel #1 at 6:50.
G. Flowers seconded the motion.
The board **VOTED** unanimously to approve the motion.
K. Gilbert made a motion to terminate the employment of Marisa Jasinski effective 5/19/2025.
R. Lane seconded the motion.

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

I. Executive Session - Personnel

R. Lane made a motion to enter Executive Session Personnel #2 at 9:27.
K. Gilbert seconded the motion.
The board **VOTED** unanimously to approve the motion.

J. Executive Session - FERPA

R. Lane made a motion to enter Executive Session FERPA at 9:36.
N. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Superintendent Report

A. PCA - Add Position

Kylie is asking for Board Approval to create a new certified High School position at PCA. This teacher will assist with Special Education, Credit Recovery and online Spanish classes. There are funds in the budget for this position.
R. Lane made a motion to Approve the creation of a new certified High School position at PCA.
G. Flowers seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. PCA Teacher Hires for 25/26 SY

Kylie is asking for Board approval to hire the following teachers at PCA for the 25-26 school year:
Debbie Ray - 49% Intervention teacher; Angel Benton - PCA Special Education Director; Levie Rice - Elementary Teacher (Mrs. Rice previously resigned but would like to return); Timothy Brown - HS SPED/CR/ETC teacher and Head Football Coach; Wayne Johnson - PE teacher and Head Basketball Coach.
R. Lane made a motion to Approve the people listed for Teaching positions at PCA for the 25-26 school year.
J. Earp seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. SCCA Teacher Hires for 2025-2026 SY

Kylie is requesting Board approval for the following teacher hires at SCCA for the 25-26 school year: Amber Esquivel - Elementary; Ryan Manard - MS Math.
G. Flowers made a motion to Approve the people listed for Teaching positions at SCCA for the 25-26 school year.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. SCCA Resignation

Alanna Lowman, teacher at SCCA, has resigned effective at the end of the 24-25 SY.

E. PCA/SCCA Assessment Policy revision

The PCA/SCCA Assessment Policy has been updated to include the most current information from the DOE Student Assessment Handbook. Kylie is requesting Board approval for these revisions.
G. Flowers made a motion to Approve the revised PCA/SCCA Assessment Policy.
J. Earp seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. PCA - Operational CPF Dashboard

PCA is on target to meet on Operational CPF.

G. SCCA - Operational CPF Dashboard

SCCA is on target to meet on Operational CPF.

H. Enrollment Updates

The lotteries for the 2025-2026 SY were held in January. PCA has 587 tentatively enrolled (11 short of full) with 89 on the waiting list. SCCA has 518 tentatively enrolled (34 short of full - high school) with 101 on the waiting list.

III. CFO/Business Director Report

A. PCA Roof Repairs

Cheryl is requesting Board approval for Richter Roofing to repair roof issues throughout PCA for a cost of $14,390. This is the only commercial roofing company in the Tri State area, and we have used them before.
G. Flowers made a motion to Approve Richter Roofing for roof repair at the cost of $14,390.
J. Earp seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. PCA - Topsoil approval

Cheryl is requesting approval to purchase $9500 of topsoil from Buck Run Preserves to correct a drainage issue at the football field before our fence is installed
G. Flowers made a motion to Approve the purchase of $9500 of topsoil from Buck Run Preserves to correct drainage issues at PCA.
J. Earp seconded the motion.
The board **VOTED** unanimously to approve the motion.

C.

SCCA - School Resource Officer

This item was tabled.

D. SCCA - Activity Bus Purchase Approval

Cheryl is requesting approval to purchase two pre-owned multifunction activity buses including 60 month warranty from American Bus Sales. These are 14 passenger buses that coaches and teacher will be able to drive after in house training. The purchase price is $177,970. The monies are available in SCCA's fund balance.
R. Lane made a motion to Approve the purchase of two pre-owned multifunction activity buses from American Bus sales for the purchase price of $177,970.
J. Earp seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. SCCA - Owner's Representative Agreement

Approval to sign agreement with 4PM since the contract price increased from the original selection due to the construction costs increasing. The wording of the agreement has been updated to a fixed 2.5% rate of the total cost, assuming a $25.5 million construction cost.
G. Flowers made a motion to Approve signing the SCCA Owner's Representative Agreement with 4PM.
R. Lane seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Governance Committee Report

A. Annual Board Self-Assessment

Complete the annual Board Assessment on BoardOnTrack if you have not already done so. The original date of completion was set for May 9.

B. Board Member Resignation

Rhonda Collins has submitted a resignation from the Board.

V. Ad Hoc Superintendent/CFO Evaluation Committee

A. Superintendent/CFO Evaluation Policy

The evaluation process for the 2024-2025 SY has begun. Board members will recieve surveys after self-evaluations and direct-report surveys are completed.

VI. Closing Items

A. Adjourn Meeting

R. Lane made a motion to Adjourn the meeting at 10:04.

G. Flowers 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 10:04 PM.

Respectfully Submitted,
L. Hixon