

Bay Haven Charter Academy, Inc.
Board of Directors Meeting
Thursday, May 2, 2019
North Bay Haven Charter Academy
Media Center
4:00 pm

Attending: Mr. Jon McFatter, Mr. David Haight, Mrs. Scotti Haney, Mrs. Tiffany Ennis, Mr. Waylon Thompson, Mr. Robert Fleming, Mrs. Sandy Porter, Mrs. Joyce Wilson, Dr. Jeremy Hatcher

Others attending: Mr. Larry Bolinger, Mr. Mike Burke

- I. Call to Order** – 4:00 p.m.
- II. Pledge of Allegiance** – Mr. Jon McFatter
- III. Prayer** - Mr. Robert Fleming
- IV. Approval of Agenda** – Mr. Haight made a motion to approve the agenda as presented. Mrs. Ennis seconded the motion. All in favor, no further discussion, motion carries.
- V. Approval of Minutes** – 3/28/19, 4/11/19 – Mr. Fleming made a motion to approve the minutes as presented. Mrs. Porter seconded the motion. All in favor, no further discussion, motion carries.
- VI. Student Recognitions**
 - A. Bay Haven – CEO Students of the Month
 - B. North Bay Haven – CEO Students of the Month, Jr. Olympic team, National Merit Finalist
- VII. Action/Information Items**
 - A. Presentations and Approval of firm for Construction Manager at Risk – GAC and RAM construction were the two respondents. Hagerty agrees that we have done all that we can do to request proposals. Mr. Haight commented that the RAM submittal was excellent and showed great experience. He stated that we had two very qualified firms to respond. Mr. Thompson made a motion to approve GAC as Construction Manager at Risk and authorize a representative to commence negotiations on a contract. Mrs. Ennis seconded the motion. All in favor, no further discussion, motion carries.
 - B. Approval of CPI increase – Mr. John Brand, representing ABM is present to answer any questions. Leadership recommends increase. The question is asked if the CFO approves this and was answered in the affirmative. A couple of the calculations listed on the letter were questioned. Mr. Brand stated that if the calculations were off, he would correct and do a new letter so that it reflects a 1.5% only. It was requested that the CFO and her team confirm the calculations. Mrs. Porter requested a walkthrough with Mr. Brand to discuss areas that need improvement as well as a list of the daily scope of work. Mr. Haight made a motion to approve the 1.5% increase, provided corrected numbers. Mrs. Haney seconded the motion. All in favor, no further discussion, motion carries.
 - C. BHCA INC. Value Added Model (VAM) – Allison Crum – Some questions from board members were answered. Mrs. Crum mentioned that the plan had been vetted through administration and SIT teams at both schools. Mrs. Ennis made a motion to approve the BHCA, Inc. VAM as presented. Mrs. Porter seconded the motion. All in favor, no further discussion, motion carries.

- D. Approval for advertisement - Leave Without Pay Policy – Haven has never had a LWOP policy. This helps alleviate issues of employees out for extended period of times, outside of FMLA. HR worked with Mr. Burke on this policy. This policy outlines a maximum amount of time to be out of work without pay. The employee must use vested time before LWOP. Smaller amounts of time can be approved by the supervisor, while 11 days or more goes to CEO or HR for approval. The time can be taken all at once or in increments as needed. There is criteria that the employee must meet before approved. Mr. Thompson made a motion to approve the LWOP pay policy for advertisement and requested a revision of the last sentence to make it clear that this is referring to the cases where extensions are granted. Mrs. Haney seconded the motion. All in favor, no further discussion, motion carries.
- E. Approval for advertisement – Whistleblower Policy – This is a federally mandated protected act that has never been in our handbook, but needs to be so employees understand what their rights are. There is some discussion about whether the language mirrors federal and state law. Mr. Fleming made a motion to table this until the next board meeting so that review of the Federal Statute can take place. Mr. Thompson seconded the motion. All in favor, no further discussion, motion carries.
- F. Approval for advertisement – Employee Status Definitions – These definitions were tweaked to more clearly delineate long term substitute versus a temporary instructional person. These were the only changes. Mr. Haight made a motion to advertise the policy as presented. Mrs. Ennis seconded the policy. All in favor, no further discussion, motion carries.
- G. Board Elections – Mr. Burke read the slate for election. Mr. Flemming made a motion to vote on the slate recited by counsel. Mrs. Wilson seconded the motion. All in favor, no further discussion, motion carries.
 - 1. The candidates running for the seats were introduced.
 - 2. Ballots were passed out to the Board members with instructions from Mr. Burke, completed and signed. Mr. Burke tallied the ballots and announced the following would retain their seats on the Board based on the vote: Tiffany Ennis, David Haight, Jeremy Hatcher, Jon McFatter and Waylon Thompson.
 - 3. Officer elections
 - 1. Nominations for President were Mr. Jon McFatter and Dr. Jeremy Hatcher. Mr. Thompson made a motion to close the nominations. Mr. Haight seconded the motion. All in favor, no further discussion, motion carries. It was requested by Board members that they be allowed to write their choice for president on a “ballot”. Mr. Burke answered affirmatively but reminded them that all are public record. Ms. Maddox passed out a piece of paper to each member and they were requested to write the name of their choice and sign the paper. Mr. Burke tallied the votes and Dr. Hatcher was named as president by a vote of 5-4.
 - 2. Nominations for Vice-President – the only person nominated was Mrs. Scotti Haney. Mrs. Ennis made a motion to close the nominations. Mr. Haight seconded the motion. All in favor, no further discussion, motion carries. Mrs. Porter made a motion to approve Mrs. Haney as Vice-

President. Dr. Hatcher seconded the motion. All in favor, no further discussion, motion carries.

3. Nominations for Secretary/Treasurer – the only person nominated was Mrs. Wilson. Mr. Haight made a motion to close the nominations. Mrs. Ennis seconded the motion. All in favor, no further discussion, motion carries. Mr. Haight made a motion to approve Mrs. Wilson as the Secretary/Treasurer. Mrs. Porter seconded the motion. All in favor, no further discussion, motion carries.

- H. BHCA Virtual Emergency School – Due to the urgency of completing the approval of a Construction Manager at Risk and the possibility of a number of presentations by firms giving a proposal, this item will be postponed until the June Board meeting. Between now and June meeting, the Board was instructed to review the application and decide how to proceed. They were asked to get in touch with Ms. Austill and Mrs. Vickers regarding any questions concerning the application and email about any comments or questions to both.

VIII. Announcements

- A. Agenda meeting for the next board meeting will be Thursday, May 30th at noon. Please get any items for discussion to Dr. Hatcher or Ms. Maddox by that time.
- B. The next Board meeting will be held Thursday, June 6th at 4:00 p.m. in the North Bay Haven media center.

IX. Public Comments

- X. **Board Comments** – A report on fields was requested by Mr. Thompson. Mr. Bolinger described a problem with water standing in center left field causing the fence company to have difficulty getting the fence up. GAC sent someone over to assess the situation. A large berm of dirt has been built to stop the water from flowing in and a French drain will be installed and hooked into the extensive drainage system. There were some questions regarding the punchline for the admin or elementary buildings and estimated completion. It was requested that a GAC representative to come to every board meeting to give status updates. Mr. Bolinger stated he would request that and would give monthly status briefings.

Mr. Bolinger announced that next week is teacher appreciation week. He also announced the TOY/SEOY next Friday in the NBH gym beginning at 3:45 p.m. NBH Graduation is Tuesday, May 21st at Tommy Oliver.

Adjournment – 5:53 pm.