

Bay Haven Charter Academy, Inc.
Board of Directors Meeting
Thursday, June 6, 2019
North Bay Haven Charter Academy
Media Center
4:00 pm

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

Absent: Mr. Robert Fleming

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

- I. Call to Order** – 4:00 p.m.
- II. Pledge of Allegiance** – Dr. Hatcher
- III. Prayer** – Mr. Haight
- IV. Approval of Agenda** – Mr. Bolinger requested that item VI (E) be moved to informational and that the Board review the information in the packet prior to the next meeting. Mr. McFatter made a motion to approve the agenda with the change requested by Mr. Bolinger. Mr. Haight seconded the motion. All in favor, no further discussion, motion carries.
- V. Approval of Minutes** – 5/2/19 – Mr. Haight made a motion to approve the minutes as presented. Mr. McFatter seconded the motion. All in favor, no further discussion, motion carries.
- VI. Action Items**
 - A. Approval of GAC GMP for replacing the metal roof at the Bay Haven campus – Mr. McFatter made a motion to approve GAC to issue a Notice to Proceed on the roof with a GMP NTE \$1,576,439 with a 10% overhead and contractor fee and contingency of \$47,294, contingent upon insurance approval of those amounts, giving the authority for the President to sign. Mr. Haight seconded the motion. All in favor, no further discussion, motion carries. Mr. Haight made a motion to permit Mr. Burke along with the CFO to approve the final mark up of the contract with contractor fee, overhead fee and contingency subject to insurance approval. Mrs. Porter seconded the motion. All in favor, no further discussion, motion carries.
 - B. Approval of NBH Dismissals (McLaughlin) – Mr. McFatter made a motion to approve the NBH Dismissals as presented. Mrs. Haney seconded the motion. All in favor, no further discussion, motion carries.
 - C. Approval of Employee Status Definitions (previously advertised) – Mr. Haight made a motion to approve the Employee Status Definitions as previously advertised. Mrs. Haney seconded the motion. All in favor, no further discussion, motion carries.
 - D. Approval of Leave Without Pay Policy (previously advertised) – Mr. Haight made a motion to approve the leave without pay policy as amended. Mrs. Porter seconded the motion. All in favor, no further discussion, motion carries.
 - ~~E. Approval of Reclassification of Human Resources Coordinator position to Director of Human Resources~~

- F. Approval for Line of Credit with Synovus (CFO) – Mrs. Ennis made a motion to approve the renewal of the Synovus line of credit as presented and authorize the Board President and Secretary/Treasurer to sign the line of credit documents. Mrs. Haney seconded the motion. All in favor, no further discussion, motion carries.
- G. Approval of Leave Payout (CFO) – Mrs. Haney made a motion to approve the leave payout as presented. Mrs. Ennis seconded the motion. All in favor, no further discussion, motion carries.
- H. Approval for Purchase of 2 School Buses (CFO) – Mrs. Porter made a motion to approve the purchase of the two school buses not to exceed \$211,142. Mr. Haight seconded the motion. All in favor, no further discussion, motion carries.
- I. Approval of Bonus (CFO) – Mr. Thompson made a motion to approve the bonus as presented. Mrs. Ennis seconded the motion. All in favor, no further discussion, motion carries.
- J. Approval for Technology Purchases for Schools – Mr. Rottero explained that although the original request was for \$75,000, he would be able to do what he needed with \$70,000. Mrs. Porter made a motion to approve the technology purchases as directed by the CIO not to exceed \$70,000. Mrs. Haney seconded the motion. All in favor, no further discussion, motion carries.
- K. Approval for Triumph Grant Use of Funds (Principals) – Mr. Bolinger explained that the criteria for these funds was to use them to buy new equipment, not something that was damaged by the storm. Mr. McFatter recused himself from the vote due to a conflict of interest. Mrs. Haney made a motion to approve the expenditure of the Triumph Grant funds according to the plan presented in amounts not to exceed \$183,000 for Bay Haven and \$305,263.96 for North Bay Haven. Mr. Thompson seconded the motion. All in favor with exception of Mr. McFatter who had recused himself, no further discussion, motion carries.
- L. Approval for Reclassification of Bay Haven TOSA Guidance position to TOSA Admin position for the 2019-2020 school year – This position would be for one year only and would operate in a supervisory role on campus but not involved in teacher evaluations. Mr. McFatter made a motion to approve the reclassification as presented. Mrs. Haney seconded the motion. All in favor, no further discussion, motion carries.
- M. Approval for Reclassification of Bay Haven 30-hr Guidance Counselor position to 40-hr Guidance Counselor position – Mrs. Ennis made a motion to approve the reclassification as presented. Mrs. Haney seconded the motion. All in favor, no further discussion, motion carries.
- N. Approval for Guidance Clerk position at Bay Haven – This position would be for the 2019-2020 school year only and then the need would be reevaluated. Mrs. Haney approved the position as presented. Mr. Thompson seconded the motion. All in favor, no further discussion, motion carries.
- O. Approval for new position of Groundskeeper – Mr. Bolinger explained that with the athletic fields progress and the increase in the area to be maintained, an additional groundskeeper is needed. Mr. McFatter made a motion to approve the position as presented. Mrs. Haney seconded the motion. All in favor, no further discussion, motion carries.

VII. Information Items

- A. Facility update – Mrs. Adams requests that the Board begin to consider a Haven office as we are out of space. She expressed that we needed to get Mr. Elmore involved, get an estimate of square footage and look at areas on the campuses that an office can be built.
- B. Insurance/FEMA update – Mrs. Adams reported that there is a meeting with FEMA every week. We must start rolling projects forward as if there are no insurance proceeds. The roof project is submitted to FEMA who contacts insurance and if insurance covers everything, then FEMA strikes from the project list. FEMA will cover additional items that insurance does not or or is maxed out through insurance. A small project under \$250K only requires a quote, but a project over \$250K has to have a RFP. Hagerty is working with us and they meet with us once or twice a week.

VIII. Announcements

- A. Agenda meeting for the next board meeting will be Thursday, June 27th at 3:00 p.m. Please get any items for discussion to Dr. Hatcher or Ms. Maddox by that time.
- B. The next Board meeting will be held Thursday, July 11th at 4:00 p.m. in the North Bay Haven media center.

IX. Public Comments – A parent, Mr. Richbourg, addressed the Board.

X. Board Comments – Mr. McFatter asked that the Board members review the information from Ms. Austill. He mentioned evaluations for the CEO had previously been done by the President, the CFO evaluation had previously been done by Mrs. Ennis, however, no one had ever been appointed as evaluator for HR. He asked that next month, an evaluator should be appointed. A timeline of the evaluation process should also be reported at the July meeting. Dr. Hatcher mentioned Governance training. If there are any members who need the refresher course, the CFO will inform them.

XI. Adjournment – 5:17 p.m.