

## **MEETING MINUTES**

**Board:** SECA Governing Board  
**Board Meeting:** Governing  
**School(s):** Savannah Exploratory Charter Academy

*The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.*

<b>Date:</b>	<b>Start</b>	<b>End</b>	<b>Next Meeting:</b>	<b>Next time:</b>	<b>Prepared by:</b>
11/19/19	5:34pm	6:56pm	12/3/19	5:30pm	Lyn Carden
<b>Meeting Location:</b>					
27 Abercorn Street, Savannah, GA 31401					
<b>Attended by:</b>					
Jason Gallegos Walter Carson, III Patrick Connell Julie Diebolt Kevin Jackson, Jr Jim Goodlett Checo Colon-Gaud Dr. Juliann McBrayer Phillip Davis Taylor Norman Roger Moss			Lyn Carden, EIP Danny Brewington, EIP (via telephone) Elisa Falco, GCSA Ann Meyer, Savannah Morning News Jack Hall		
<b>Highlights:</b>					

## **CALL TO ORDER**

### **I. Administrative Functions**

- Approval of Agenda – Motion was made by Mr. Connell to accept the agenda, 2<sup>nd</sup> by Mr. Goodlett, unanimous
- Approval of Minutes – Action – Motion was made by Ms. Diebolt to approve the November 5, 2019 meeting minutes, 2<sup>nd</sup> by Mr. Connell, unanimous.

### **II. School Related Reports**

- Updates from the Chief Operations Officer – Mr. Moss provided the COO report.
  - Mr. Moss provided the board an overview of the authorizer training he attended including discussions on key staffing, school safety, parent resources, policies and recommendations on student services identification.

**III.** Mr. Carson notified the board that he would like to insert an executive session at this point in the agenda to discuss property acquisition. Ms. Diebolt made a motion to enter in executive session to discuss property acquisition, Mr. Gallegos 2<sup>nd</sup>, unanimous at 5:55pm.

**IV.** Mr. Connell made a motion to return from executive session and Mr. Gallegos 2<sup>nd</sup> it was unanimously agreed upon and the board meeting resumed at 6:34pm.

**V.** Mr. Connell made a motion to approve item (a) as discussed in executive session, Mr. Gallegos 2<sup>nd</sup>, it was unanimous.

**VI.** Mr. Connell made a motion to approve item (b), Ms. Diebolt 2<sup>nd</sup>, it was unanimous.

**VII. Committee Updates**

- Human Resources
  - i. CFO – Ms. Diebolt presented
    - 1. The committee has created a CFO and CAO job descriptions and is waiting on school website to post. Ms. Diebolt told the committee she is concerned about the challenges of identifying a CAO. The board discussed recruitment ideas for both positions. Ms. Diebolt suggested that they search for a retired accountant to act as CFO until they had the revenue to hire, Mr. Gallegos told the board he would reach out.
- Facilities
  - i. New facility update – The board discussed the facility
  - ii. LIO – Completed above

**VIII. Old Business**

- Vendor Strategic Engagement – Completed above
- Mr. Carson notified the board that Lotterease had been retained.
- Enrollment/Lottery – The board reviewed and put final edits on policy language. Mr. Connell made a motion to accept the policy pending corrections, Mr. Gallegos 2<sup>nd</sup>, unanimous.
- Organizational Chart – Mr. Connell made a motion to accept the newly revised Organizational chart, Mr. Gallegos 2<sup>nd</sup>, unanimous
- Calendar – Mr. Connell made a motion to align the SECA Academic Calendar with the SCCPS calendar, Mr. Gallegos 2<sup>nd</sup>, unanimous
- The board discussed governance training and agreed upon a date and time
- 501C3 - tabled

**IX. New Business**

- Meeting schedule – The board agreed that as part of their upcoming training they would need to select a date and time for regularly scheduled board meetings.

**X. Public Comment** – No public comment

**XI. Next Meeting** Mr. Connell made a motion that the next scheduled board meeting will be December 3, 2019 at 5:30pm, Mr. Jackson 2<sup>nd</sup>, unanimous.

**ADJOURNMENT** Mr. Connell made a motion to adjourn the meeting, Mr. Gallegos 2<sup>nd</sup> and it was unanimously agreed at 6:56pm

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Walter Carson, Board Chair

Date: \_\_\_\_\_