

MEETING MINUTES

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

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.

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
3/9/21	5:33pm	6:45pm	4/13/21	5:30pm	Lyn Carden
Meeting Location:					
Virtually					

Attended by:	
Jason Gallegos Patrick Connell Kevin Jackson, Jr (arrived late) Dr. Juliann McBrayer Dr. Taylor Norman Jeff Froehle	Roger Moss Dr. Chris Tuttle Danny Brewington Gregg Stevens Allison Neally Tom Jones Lyn Carden
Highlights:	

CALL TO ORDER

I. Administrative Functions

- Mr. Connell notified the board that Mr. Jackson had a work emergency and would be late. As such he would fulfill his duties as Vice Chair and conduct the meeting.
- Approval of Agenda – Mr. Connell notified the board that there would be an amendment to the agenda to adopt a resolution adding Mr. Froehle to the SECA bank account. Mr. Gallegos made a motion to accept the agenda with the amendment, Mr. Froehle 2nd, unanimous.
- Approval of Minutes – Mr. Froehle made a motion to accept the minutes as presented, Mr. Gallegos 2nd, unanimous.

II. School Related Reports

- Updates from the Chief Academic Officer – Dr. Tuttle presented
 - She reported that she had been interviewing candidates with the help of Dr. Norman and Mr. Moss.
 - Her primary focus has been with identifying teachers and leadership.
 - She has identified an Associated Head of School and a PBL coach candidate.
 - The board requested a written report on potential hires including positions offered and position available.
 - The board discussed the Associate Head of School position.
 - Dr. Norman reported on candidate interviews.
 - Dr. Tuttle discussed next steps.

- Updates from the Chief Operations Officer – Mr. Moss presented
 - The school has been receiving quite a bit of positive media coverage.
 - The media coverage has resulted in more donor meeting opportunities.
 - The board discussed the Little John Foundation donation commitment and partnership.
 - Mr. Moss discussed his meeting with Mr. Richard Kessler.
- Consultant Report – Mr. Brewington presented
 - The consultants continue to work with Mr. Moss and Dr. Tuttle on the implementation, start up and infrastructure.
 - Now that the school has received all of its codes the consulting team will be able to take the next steps in finalizing state health, school nutrition and e-rate.
- Dr. Tuttle reported that the school had secured a partnership with the Southwest Library, which is the library by the school.
 - The school would be using the library as the location for the enrollment packet drop off as well as potential working space.
 - The board discussed the importance of the library and the partnership.

III. Financial Reports

- Monthly Financial Reports – Mr. Gallegos presented
 - Mr. Gallegos made a motion to adopt a resolution to add Mr. Froehle as a user and signer of the SECA bank account, Mr. Froehle 2nd, unanimous.
 - Facility Finance Options - Mr. Gallegos reported that the executive committee and finance committee of the board had met with 2 CDFI's who are interested in partnering together to provide funding for the school.
 - The next step was to conduct an appraisal on the property and the modular. The CDFI's were conducting a RFP for the appraisal now and would be providing that information to the finance committee.
 - It is believed that the recommendation after the appraisal it to purchase the modular units immediately and the land in 2 to 3 years.
 - Line of Credit – The board has reengaged with Queensborough Bank for the line of credit. The executive committee is going sign as the guarantee. They are gathering documents for that process now.
 - Mr. Froehle provided a financial update to the board.
 - Mr. Froehle notified the board that he had received the instructions for the portal to begin the drawdown of the implementation and planning grant.
 - The board was reminded that the down payment for the modular was due Friday, March 12th

IV. Committee Updates

- Facilities
 - i. SCSC response letter – Mr. Connell reviewed the response letter sent to the SCSC regarding facility concerns.
 - ii. Remaining Parking Agreements
 1. Mr. Connell reported that AMC has been sent the requested plans and have agreed to lease 60 spaces. He anticipates receiving a lease agreement at any time.
 2. Mr. Moss reported that he would be following up with the pastor for the executed lease.

V. Old Business

- Strategic Planning Session & LKES Training – The board agreed that these two items and the organizational structure line item under new business would be tabled until a strategic planning session could take place.
- Lottery Update and Next Steps – Ms. Carden provided an update. She reported the application numbers and discussed next steps. Mr. Gallegos made a motion to offer seats to all students who had registered for the lottery, notify them on March 10th and reopen the application window for new students immediately after, Mr. Froehle 2nd, unanimous.

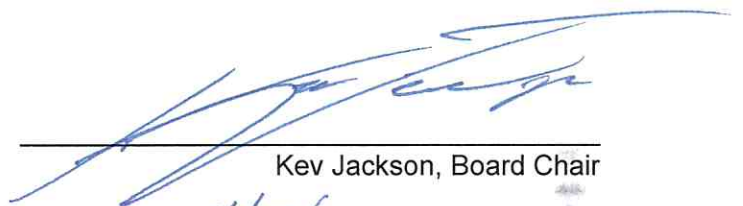
VI. New Business

- Organizational Structure, Descriptions, and Strategy – Tabled until strategy session.
- Staff Salary Schedule and Ranges –
 - i. Dr. Tuttle and Mr. Moss expressed concerns at the structure. Mr. Froehle, Dr. McBrayer, Mr. Gallegos and Mr. Connell discussed the limited resources available.
 - ii. Mr. Connell suggested that the leadership review with the board when there was a special circumstance that required a schedule exception.
 - iii. Dr. Tuttle requested the consultants provide a benefits package value with the salary schedule.
 - iv. Mr. Froehle made a motion to accept the proposed salary schedule, Mr. Gallegos 2nd, unanimous.
- Human Resources Handbook –
 - i. Mr. Gallegos made a motion to adopt the Human Resource Handbook pending a review and any revisions Ms. Diebolt had prior to submitting to the authorizer, Mr. Froehle 2nd, unanimous
- Bank Signer Addition – Addressed earlier
- Technology Needs and Strategy – Tabled until Mr. Goodlett was available.

VII. Public Comment – No public comment

VIII. Next Meeting Date April 13, 2021 5:30pm

ADJOURNMENT – Mr. Gallegos made a motion to adjourn, Mr. Froehle 2nd, unanimous at 6:45pm



 Kev Jackson, Board Chair
 Date: 4/29/21