

Southeastern Academy Charter School

Board of Directors Meeting Minutes

Date: Tuesday, May 26th, 2020

Time: 6:00 pm

Location: Zoom – Southeastern Academy Charter School

Call to order: Meeting called to order at 6:05 pm

Lori Blackley

Roll Call:

Lori Blackley

Board Members Present: Lori Blackley, Greg Caulder, Shelley Foil, Tami George, Paru Patel, Gwendolyn Roberts-Payne

Board Members Absent: Paul Bass, Angelica Chavis-McIntyre, Scott McLean

Others Present: Tanya Branch, Kristen Stone, Beth Hernden

Mission Statement:

Lori Blackley

Southeastern Academy Charter School will maintain high expectations and promote excellence, especially in the fields of math and science for all students. The school, within its rural community, will foster a caring and creative learning environment. The school emphasizes the social, emotional, physical, and intellectual development of each child. This will be obtained through learning experiences that help children reach their greatest potential in order to function as independent learners in a diverse and ever-changing society

Vision Statement:

Lori Blackley

A Diverse Family of Learners that Seek to Challenge the Whole Child Through Innovation.

Approval of April 28th, 2020 Meeting Minutes –

MOTION: Tami George made a motion to approve the April minutes as written. Greg Caulder seconded the motion. All in favor. Motion carried.

Committee Reports -

FINANCE – Tami George, chair

Tami George reported that the Finance committee met via Zoom. The committee discussed the budget for next year.

POLICY – Greg Caulder, chair

No report.

EDUCATION – Gwendolyn Roberts Payne, chair

Gwendolyn Roberts-Payne reported that the Education committee will meet July 9th to talk about virtual planning and the upcoming school year.

Report from the Principal – Kristen Stone

1. Lottery Updates – All kindergarteners have confirmed their spot. The enrollment paperwork is due June 1st.
2. Virtual Learning – SeA must have a virtual learning plan in place. There are 15 required components for the plan. More guidance will come on June 5th.
3. Hiring – Mrs. Stone recommended the following applicants for the following SeA staff positions:
 - A. 2nd Grade Teacher Assistant/Bus Driver – Patricia Cromartie – Formally worked with PSRC as a bus driver and as a substitute in the EC classroom
 - B. Computer Lab Teacher/K-5 Reading Coach – Alyssa Price – A former student teacher at SeA. Took over for Wanda Lynch as a teacher’s assistant in 2nd grade for this past Spring semester. Mrs. Price is certified K-6.

MOTION: Gwendolyn Roberts-Payne made a motion that the SeA Board accept Mrs. Stone’s recommendations of Ms. Cromartie for the 2nd Grade Teacher Assistant/Bus Driver position and Mrs. Alyssa Price for the Computer Lab Teacher/Reading Coach position. Seconded by Paru Patel. All in Favor. Motion Carried.

4. PPP Application Updates – SeA’s application has been submitted. At this time, we have not received any information except that we are in the first phase. Unless we get the money in the next week or so, we will not be able to accept it because funds must be spent by June 30th.

Report from the Financial Secretary – Tanya Branch, Financial Secretary

1. Financial Report – A copy of the financials through April were emailed to all board members prior to the meeting. All remaining money has been allocated and will be spent prior to June 30th.
2. State Funds for Covid-19 Relief
 - a. Reimburse staff for internet use
 - b. Pay for janitorial staff and retirement
 - c. Supplies for deep cleaning of school

MOTION: Gwendolyn Roberts Payne made a motion that the board approve spending State Covid-19 Relief funds on staff internet, pay for Mrs. Terry, and deep cleaning supplies for the school. Seconded by Paru Patel. All in favor. Motion carried.

3. 2020-2021 Budget – Budget reflects a 3% reduction in State funds. Approximately \$50,000 was cut from the budget. Planning on the same with Federal and local funds.

MOTION: Gwendolyn Roberts Payne made a motion that the SeA Board approve the budget for the 2020-2021 school year. Seconded by Greg Caulder. All in favor. Motion carried.

4. Repairs – None at this time.

Other Business –

Lori Blackley announced that she will stepping down from the board after the June meeting and that Shelley Foil has agreed to serve as Board Chair. Gwendolyn Roberts Payne agreed to serve as secretary.

Lori Blackley also stated that a committee will need to be formed to come up with ideas for a new board member. Shelley Foil, Greg Caulder and Tami George will make up the committee and report back at the June meeting.

Adjournment – MOTION: At 6:34 pm, Greg Caulder made a motion to adjourn the meeting. Seconded by Tami George. All in favor. Motion carried.

The SeA Board meeting was adjourned at 6:35 pm by Chairman, Lori Blackley.

Next meeting will be held on June 16^h, 2020 at 6:00pm.

SOUTHEASTERN ACADEMY CHARTER



Financials as of April 30, 2020

Expenses	Budget	Actual - YTD	Remaining
Total 1. Administrative Services	32,750.00	25,075.88	23.43%
Total 2. Benefits	388,930.36	305,256.83	21.51%
Total 3. Books & Supplies	60,500.85	51,006.88	15.69%
Total 4. Contracted Student Services	61,223.25	37,437.06	38.85%
Total 5. Copier/Reproduction Cost	13,000.00	10,081.30	22.45%
Total 6. Facilities	43,000.00	22,399.12	47.91%
Total 7 Insurances	21,300.00	20,579.50	3.38%
Total 8. Non-Cap Equipment	7,681.33	7,346.12	4.36%
Total 9. Rents & Debt Service	46,311.30	0	100.00%
Total 10. Salaries & Bonuses	965,002.40	781,342.18	19.03%
Total 11. Staff Development	20,000.00	17,171.45	14.14%
Total 12. Technology	26,681.33	8,028.93	69.91%
Total 13. Transportation & Travel	12,000.00	6,087.96	49.27%
Total 14. Utilities	36,500.00	27,113.96	25.72%

<u>Revenue</u>	<u>Budget</u>	<u>Actual</u>	<u>Remaining YTD</u>
Total State Revenue	\$1,567,604.98	\$369,677.46	23.58%
Total Local Revenue	\$ 133,245.60	\$43,769.22	32.00%
Total Federal Revenue	\$ 36,482.00	\$4,793.36	13.14%

