

MEETING MINUTES

Board: Scintilla Charter Academy
Board Meeting: November 29, 2016

School: Scintilla 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.

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
November 29, 2016	6:03 PM	6:14 PM	December 13, 2016	6:00 PM	J. Denham
Meeting Location:					
2171 East Park Ave., Valdosta, GA 31602					

Attended by:	
Eric Tillman Zachary Cowart Garrett Copeland Jerry Jennett	Staff: Mandy Avera, Dean of Students & School Support Amanda Miller, Special Programs Director Jennifer Denham, Director of Communications Danny Brewington, Consultant Others: Leanne Giles, Parent Anita Russell, True North Traci Gossier, DPH Darren Hill, Parent
Highlights:	

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 6:03 P.M.

I. Administrative Functions

- **Approve Agenda for November 29, 2016 meeting.**
A motion was made by to approve the agenda by Jerry Jennett, a second by Eric Tillman. The motion passed with a unanimous vote.
- **Approve Minutes from September 27, 2016 meeting.**
Motion was made by Eric Tillman, second by Garrett Copeland, the motion carries with a unanimous vote.

II. New Business

- **Board Code of Ethics**
A motion was made by Eric Tillman to adopt the Code of Ethics as presented, second by Jerry Jennett. The motion passed with unanimous vote.

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- **Tobacco-Free School Policy Approval**

Traci Gossier presented to the board the proposed about 100% tobacco free school policy. This policy restricts all tobacco use including electronic delivery devices. The purpose of the policy is to ensure that adults are modeling proper behavior and to prevent youth participation in the use of tobacco. Mr. Jennett asked how the policy would be implemented if parents are smoking on campus. Mrs. Gossier expressed that DPH would provide cards that remind parents/others about the policy and zero tolerance on campus. Mrs. Gossier also explained that DPH would provide technical assistance and signage for the campus. Jerry Jennett commended her for bringing this policy to SCA. Garrett Copeland made a motion to approve the policy as presented and that motion was seconded by Jerry Jennett. The motion carried with unanimous vote.

III. FINANCIAL REPORT

Eric Tillman stated that we received the audit report from the accounting firm and are currently working on the 990 nonprofit tax return. We are updating financial statements and getting everything in order for the current year. He stated that SCA was under extension on the tax return and that it is due in February but should be completed well before. Mrs. Avera informed the board about Angela Chastain, the new finance director starting in the prior week.

IV. SCHOOL RELATED REPORT

- **EL Education National Conference** – Amanda Miller reported that 7 staff members attended the national EL conference in Michigan. The conference lasted three days and included breakout sessions that were very beneficial to our implementation of EL and that the staff members who attended will be redelivering what they learned during professional develop.
- **Report on Three Dimensions of Student Achievement** – Mrs. Miller stated that a huge part of EL Education’s model are the three levels of achievement. Beginning in January, school staff will update the board on these three dimensions to ensure board members are fully informed about academic progress within the school.
- **Enrollment/Lottery/Open House Timeline** – Jennifer Denham presented the upcoming admissions timeline to the board. She stated that re-enrollment forms would be distributed to current scholars on Nov. 28 and due back on Dec. 7, new scholar application window would be from January 4-31 and the lottery will be held on February 7 at 6pm in the SCA Dining Room.
- **State Reporting** – Mrs. Avera stated that the annual report was submitted on November first that SCA is currently up to date on all state reporting.
- **Federal Programs Report** – Mrs. Miller reported that Title I, II and Sped budgets have been approved and we have begun drawing down those funds to support those programs. These funds must be used for specific purposes and we must follow plans that we submitted and spend accordingly.

V. OPEN FORUM

No participation

VI. NEXT MEETING DATE

December 13, 2016 at 6:00pm in the SCA Media Center.

VII. ADJOURNMENT

The meeting adjourned at 6:14pm. A motion to adjourn was made by Garrett Copeland. A second was made by Eric Tillman. The motion passed unanimously.

Zachary Cowart, Board Chair

Date: _____