

## **MEETING MINUTES**

**Board:** Scintilla Charter Academy  
**Board Meeting:** December 12, 2017

**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.*

<b>Date:</b>	<b>Start</b>	<b>End</b>	<b>Next Meeting:</b>	<b>Next time:</b>	<b>Prepared by:</b>
December 12, 2017	6:00 PM	6:11 PM	December 21, 2017	6:00 PM	J. Denham
<b>Meeting Location:</b>					
2171 East Park Ave., Valdosta, GA 31602					

<b>Attended by:</b>	
Zachary Cowart Jerry Jennett Garrett Copeland Jeremy Baker Enid Santana Eric Tillman	<b>Staff:</b> Mandy Avera, Dean of Students & School Support Amanda Miller, Director of Academic Enhancement Jennifer Denham, Director of Communications Angela Chastain, Director of Finance  <b>Others:</b> Kimberly Cannon, Valdosta Daily Times
<b>Highlights:</b>	

### **CALL TO ORDER**

Pursuant to public notice, the meeting commenced at 6:01 P.M.

#### **I. Administrative Functions**

- **Approve Agenda for the December 12, 2017 meeting.**  
A motion was made by Jerry Jennett to accept the agenda as presented and Enid Santana offered a second. The motion passed unanimously.
- **Approve Minutes from October 24, 2017 meeting & Notes from November 14, 2017 meeting.**  
A motion was made by Enid Santana to approve the minutes & notes as presented. Garrett Copeland seconded the motion and it was approved by a unanimous vote.

#### **II. New Business**

- **Called Meeting – December 21, 2017**

*Scintilla Charter Academy*

Zachary Cowart explained that it is necessary to have a special called meeting on December 21, 2017 in order to move forward with the BB&T loan and financing. The board will discuss and approve the interest rate at this time. Eric Tillman made a motion to hold the called meeting and Garrett Copeland offered a second. The motion passed unanimously.

- **Meeting Date Change – January 30, 2018 to January 9, 2018**

Zachary Cowart explained that the January scheduled board meeting will be moved up in order to determine and approve the contractor for the building expansion scheduled to begin after the first of the year. Eric Tillman made a motion to hold the called meeting and Garrett Copeland offered a second. The motion passed unanimously to move the January board meeting to January 9, 2017 at 6:00 pm

### III. OLD BUSINESS

None

### IV. FINANCIAL REPORT

Angela Chastain said that we are still waiting on the finalization of the 990. The 990 is the annual non-profit tax return. Eric explained that the loan/financing with BB&T is for this building, the extra land, a line of credit at First State, and escrowing the money for additional construction.

### V. SCHOOL RELATED REPORT

**Enrollment Update** – Mandy Avera explained that our current enrollment is 488 (as of 11/30/2017) which exceeds our targeted enrollment of 480 and the waiting list for 2017-2018 continues to grow daily. Angela Chastain let the board know that mid-term adjustment for FTE funds should come in February or March for additional students over the targeted enrollment and will be paid monthly.

Mrs. Avera said that the application process for the 2018-2019 school term will take place from January 1<sup>st</sup> – 31<sup>st</sup> with a lottery held on February 5<sup>th</sup>. No new scholars will be admitted after January and the waiting lists will reset.

**Federal Programs Update** - The IDEA (Special Education) budget for FY18 has been approved. Sharon Dodds, who served as our special education director last year, will provide support through contract services on an as needed basis to support special education staff.

The approval of the Title I budget should occur this week after the delay caused by the need for FY18 Free and Reduced Lunch counts to complete the budget submission.

The Implementation Grant budget has been approved and SCA staff has proceeded with drawing down funds for allowable expenses that have been made since the grant period began. All funds must be drawn down this year.

**VI. OPEN FORUM**

No participation.

**VI. NEXT MEETING DATE**

December 21, 2017 at 6:00 pm in the SCA Media Center.

**VII. ADJOURNMENT**

Motion to adjourn was made by Jeremy Baker and seconded by Enid Santana. The voted passed unanimously and the meeting adjourned at 6:11 pm.

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Zachary Cowart, Board Chair

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