

## MEETING MINUTES

**Board:** Scintilla Charter Academy  
**Board Meeting:** April 24, 2018

**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>
April 24, 2018	7:02 PM	7:27 PM	May 28, 2018	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	<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>
<b>Highlights:</b>	

### **CALL TO ORDER**

Pursuant to public notice, the meeting commenced at 7:00 P.M.

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

- **Approve Agenda for the April 24, 2018 meeting**  
Zachary Cowart presented the agenda for the April 24<sup>th</sup> meeting with two amendments. The amendments include FY18 budget amendments & the FY19 Salary Schedule. A motion was made by Garrett Copeland to accept the agenda as presented by Mr. Cowart with amendments and Jeremy Baker offered a second. The motion passed unanimously.
- **Approve the Minutes from March 27, 2018 meeting**  
Zachary Cowart presented the minutes from the March 27<sup>th</sup> meeting. Jeremy Baker made a motion to accept the minutes as presented and Garrett Copeland offered a second. The motion passed unanimously.

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

*Scintilla Charter Academy*

**Amendment of FY18 Budget** – Angela Chastain explained that the school is looking better than projected for FY18. Our QBE increase of approximately \$200,000 increased revenue. According to Chastain, SCA undershot on expenses thanks to the implementation grant and cautious spending. Essentially, SCA came in under budget for the year. Angela explained that two rate quotes were sought for a money market account to possibly invest the surplus. She is working to research the best option for these funds in order to cover any costs that may occur over the summer months. She explained that the budget amendment is required because SCA came in under budget. Jerry Jennet made a motion to amend the FY18 budget and Enid Santana seconded the motion. It passed unanimously.

**Salary Schedule** - Mandy Avera presented the FY19 salary schedule to the board and explained that SCA is working to get teachers' pay as close to the state salary schedule as possible. She explained that SCA has increased by 2% over last year which puts the school at 93.84% of the state. The FY19 budget is based on this increased schedule and keeps the school competitive for attracting quality teachers. A motions was made by Enid Santana and seconded by Jerry Jennett. The motion passed unanimously.

**Review of FY19 Proposed Budget** – Angela Chastain presented the tentative FY19 proposed budget. She explained that SCA will be advertising the budget to allow for review and comment from the community stakeholders. The budget is similar to FY18 with a few changes in expenses and revenues. Mrs. Chastain explained that in the FY19 budget the QBE estimate increased due to the implementation of an EIP program and anticipated increase of T&E (Training & Experience) funds. However, those funds are not expected until the mid-term adjustment.

Mrs. Chastain let the board know that all revenue and expense for implementation grant are included in the FY18 budget. This will require eventual amendments due to the fact that the grant runs 15 months and crosses over two fiscal years.

Mr. Cowart asked what the line item other support services was and Mrs. Chastain explained that was funding our SRO. He also asked about enterprise operations accounts and Angela explained that includes IGNITE and the activity account.

### **III. Old Business**

### **IV. Financial Report**

### **V. School-Related Reports**

Federal Programs Update – Amanda Miller explained that SCA continues to draw down funds on all federal programs. She also let the board know that administration is working to acquire bids for furniture to outfit school and new building. She also informed them that the school recently purchased a good bit of technology through the Implementation Grant.

Mrs. Miller informed the board that the school participated in Cross Functional Monitoring for federal programs on April 18th, 2018. DOE completes this monitoring on all schools every three years. Seven DOE monitors spent the day at SCA and gave high praise regarding the school and the organization and preparedness of the staff. The school will receive an official report within 30 days.

SCA staff is working on compiling data for the FY19 Comprehensive Needs Assessment. Meetings will be held to allow the opportunity for stakeholders to provide input regarding the School Improvement Plan and Parent & Family Engagement on May 10th, 2018. We will hold a Parent & Family Engagement Committee Meeting on May 10th at 5:00 pm. The School Improvement Committee will meet at 5:30 pm on May 10th immediately following the Parent & Family Engagement Committee Meeting. All stakeholders are invited to attend both of these meetings and offer feedback.

Admissions Update – Mandy Avera explained that SCA currently has 467 scholars enrolled. She explained that numbers decrease in the spring due to moves by military families. We do not enroll any new scholars after January 1<sup>st</sup> in order to hold an accurate lottery. She also explained that the waiting list is currently at 221 and there are 517 enrolled for 2018-2019.

Celebration of Learning – Amanda Miller invited the board to the last Celebration of Learning for the year which will be held on May 14th. She also added that she has been working with our ArtsNow partners and GADOE to move toward having SCA become STEAM certified. A DOE specialist will be visiting the school in the coming weeks to begin the process.

Expansion Update – Jerry Jennett said the construction company is well on their way with hanging sheet rock and recently installed catch basins. The AC units are now inside the building so the final outside openings will be closed soon. Plumbing seems to be complete along with the sprinkler system. They are working on electrical and final placements of the AC units. He explained that they hope to add doorframes by the end of next week.

## **VI. OPEN FORUM**

No participation.

**VII. NEXT MEETING DATE**

May 29, 2018 at 6:00 pm in the SCA Media Center.

**VIII. ADJOURNMENT**

Motion to adjourn was made by Jerry Jennett and seconded by Garrett Copeland. The vote passed unanimously and the meeting adjourned at 7:27 pm.

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Zachary Cowart, Board Chair

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