

Bay Haven Charter Academy, Inc.
Board of Directors Meeting
Thursday, December 3, 2015
North Bay Haven Charter Academy
Elementary School
4:00pm

Attending: Dr. Jeremy Hatcher, Mrs. Scotti Haney, Mr. Scott Reeve, Mr. Waylon Thompson, Dr. Tim Kitts, Mrs. Sandy Porter, Mr. Jon McFatter, Mr. David Haight, Mrs. Tiffany Ennis, Mr. Mark Graham, Mr. Tim Sloan

- I. Call to Order – 4:02 p.m.
- II. Pledge of Allegiance – Dr. Jeremy Hatcher
- III. Prayer – Mrs. Scotti Haney
- IV. Approval of Agenda – Mr. Haight made a motion to approve the agenda. Mrs. Ennis seconded the motion. No further discussion, all in favor, motion carries.
- V. Approval of Minutes 11/05/15 – Mr. Haight made a motion to approve the minutes with changes. Mr. McFatter seconded the motion. No further discussion, all in favor, motion carries.
- VI. Presidents Report
Dr. Hatcher requested for board members to submit short biography and picture of choice to Shannon as soon as possible for the new board webpage. In regard to the Fall Climate Survey, Dr. Hatcher mentioned that there were positive things said and that administration and principals should be congratulated for those positives. Dr. Hatcher also mentioned that he had a meeting with Dr. Kitts regarding the survey and was satisfied with what was being done to address it. He encouraged board members to meet with Dr. Kitts if there were concerns. On another subject, Dr. Hatcher mentioned that the bylaws specified that a quorum is three and that all three must vote the same to affect action.
- VII. CEO Report
 - A. Students
 1. North Bay Haven Middle/High – Recognition of football team members, swim team members and volleyball team members who made all-county teams and went to regionals.
 2. Tour of Aquaponics Lab – Dr. Kitts recognized the Dyell family for their contribution to the schools and county.
 - B. Facilities
 1. Finalization of NBH Elementary Plan – Mr. Elmore gave a summary of the Phase I contract with Reliant South and the bids process for Phase 2.
 2. Bids Process – Mandatory preproposal meeting was held on Nov 30. Six firms attended, however AJAX dropped out. The remaining five will turn in proposals Jan 15 with selection thereafter. Meetings were set up as follows: January 15th, 2:00 p.m. at BHCA Media Center for receiving bids; January 21st at 4:00 p.m. at NBH MS/HS Cafeteria for regular board business; February 4th at 4:00 p.m. at NBH MS/HS Cafeteria for selection of firm; February 11th at 4:00 p.m. at NBH MS/HS Cafeteria for regular board business and possible contractual agreement.

3. Outdoor Classroom – We should be able to get permits soon.
 4. Update on 16 acres – There is nothing new on this.
- C. Transportation
1. Introduction – Bert Hinrichs, Director of Transportation
- D. Personnel
1. Discussion on Job Posting Procedure – Mrs. Mackey submitted a recommendation for a job posting policy. Mr. Thompson made a motion to advertise the BHCA Job Posting Policy, Revised 11/18/15. Mr. Graham seconded the motion. The question was asked if the first bullet point on the proposed policy referred to the policy that was approved at the last meeting and that was confirmed. It was decided that it could be advertised, but that Mr. Sloan should have the time to look over the policy prior to the next meeting. Dr. Hatcher requested that items for action be given to the board with plenty of notice so that members and the attorney have time to review prior to the meeting. No further discussion. All were in favor with exception of Mr. Haight who voted against advertisement. Motion carries.
 2. Dr. Kitts stated that the leadership team established a March timeline for the first submission of new positions as per the new policy. Any new positions will be brought to the board at the March meeting for review for next year. Job descriptions will go to board in advance and information will be given to the CFO as well to assess the budget impact in advance.
 3. Teacher accrued leave – It is noted that Mr. Sloan had advised us not to do this as it can be perceived as vesting an employee with a right and then possibly taking it away if the employee contract is not renewed. The question was proposed if the board could then consider paying any unused teacher leave at the end of the school year at their full day's rate. Staff and attorney are asked to prepare and bring back to the board a policy to advertise to revise the current policy of paying the teachers \$90 a day for any unused leave at the end of the year to paying full rate for any days not taken at the end of the year.
 4. Fall Climate Survey – Mrs. Mackey presented concerns regarding the potential validity of the current survey and its security. She expressed that the leadership team wished to explore outside options. AdvancED, through which we receive our SACS accreditation provides teacher, parent and student surveys that we can utilize for free. Mrs. Mackey recommended using these which would provide more security. The goal is to receive constructive information that can be utilized. Mrs. Ennis asked if the surveys provided by AdvancED could be edited. Mrs. Mackey will check on this. Meanwhile, the principals have met with their respective SIT teams regarding the current survey and will work to correct problems and celebrate the successes.

VIII. CFO Report

The CFO wishes to close out the Phase 1 project funds in Birmingham. Representatives from Carr, Riggs & Ingram will come to the next meeting to talk about the GASB 68 adjustment.

IX. Consent Agenda

- A. Personnel Report – Human Resources Report is part of the consent agenda as are things that would require action but would be a precursory agreement. If an item needed discussion, they indicate to pull it for discussion. For items that are just there for informational purposes, it is requested that they be noted as informational only.

Mr. Thompson made a motion to approve the consent agenda. Mrs. Haney seconded the motion. Discussion reflected the desire to be provided with consent agenda items ahead of time to be able to address any questions or clarify any issues. Also, it was requested that items be clearly identified as being part of the consent agenda.

Another request was that a column be added on the out-of-field report that shows what their certification actually is.

All in favor, motion carries.

X. Action Items

1. Board Approval for 15% Growth Letter to Bay District Schools. In the future this would go under the Consent Agenda. Mr. Haight made a motion to approve this letter to be sent to Bay District Schools prior to March 1st. Mrs. Haney seconded the motion. No further discussion. All in favor with exception of Mr. Reeve who voted against the motion. Motion carries.
2. Approval of Change Orders 15 and 16 for Reliant South Phase 1 – Mr. Thompson made a motion to approve change order 15 and 16 for Reliant South Phase 1. Mrs. Haney seconded the motion. No further discussion. All in favor. Motion carries.
3. Reimbursement Resolution adoption for Phase 2 – Mrs. Ennis made a motion to approve the reimbursement resolution for Phase 2 with the typographical corrections and non-redline version, and two deletions suggested by the attorney. Mr. Haight seconded the motions. No further discussion, all in favor, motion carries.

XI. Public Comments

- XII. Board Comments – Mr. Haight expressed his desire to “respect peoples’ time” by having as many questions answered prior to board meetings as possible. Mrs. Ennis agreed to a point, but pointed out the need to hear other board members opinions as well.

Dr. Hatcher apologized about the acoustics in the venue and suggested that no board meetings be held in this venue in the future.

Mr. Graham requested a monthly report on school safety from the schools. The SRO from the MS/HS has already expressed interest in coming before the board and sharing.

Mr. Sloan announced that an item on the agenda for next meeting would be the change in the charters extending the dates to 2029.

XIII. Announcements

1. Bay Haven Christmas Party – December 12th at 6:00 p.m. at G. Foley's
Thanks were expressed to Dr. Hatcher for his speech at the BHCA Veterans Day celebration. Appreciation was expressed for Mrs. Vickers and the team who put it all together as well as for the positive board comments.

XIV. Adjournment – 7:42 p.m.