

Bay Haven Charter Academy, Inc.  
Board of Directors Meeting  
Friday, January 15, 2016  
Bay Haven Charter Academy  
Media Center  
2:00pm

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

- I. Call to Order – 2:00 p.m.
- II. Pledge of Allegiance – Dr. Jeremy Hatcher
- III. Prayer – Mrs. Scotti Haney
- IV. Approval of Agenda - Motion – Mr. Haight made a motion to approve the agenda with changes. Mrs. Scotti Haney seconded the motion. No further discussion, all in favor, motion carries.
- V. Action Items (changed from item IV)
  - ~~A. Board Approval for Amendments to Charters – date change to 2029 (moved to next Board meeting)~~
  - A. Approval of North Bay Haven Middle/High dismissals

Mrs. Gainer presented information on the two students recommended for dismissal. There are a few who may be presented at a later date, but at present seem to be improving in behavior and attendance. Mr. McFatter made a motion to approve the North Bay Haven Middle/High dismissals as recommended. Mrs. Haney seconded the motion. The vote was taken. All were in favor with exception of Mr. Haight who voted no. Motion carries.

B. Staffing Request for Temporary Full Time Office Clerk at Bay Haven.

Mr. Bolinger presented his request for a temporary office clerk position to assist with duties during the rest of this semester due to testing schedules and the lack of a middle school guidance counselor. Some questions were asked for clarification and there was some discussion concerning when the position was posted and how or if current policy addressed this.

Mr. Thompson made a motion to approve the staffing request for a temporary office clerk position as presented to begin as soon as possible and for the position to terminate on June 5<sup>th</sup> 2016. Mr. McFatter seconded the motion.

It was requested that the next board meeting include a discussion about precisely when, according to policy, the advertisement for a position should take place.

The vote on Mr. Thompson's motion was taken. All were in favor, none opposed, no further discussion. Motion carries.

C. Middle School Dance Dress Code (added to the agenda)

Mrs. Ennis presented the final draft that was sent out regarding the dance dress code at both middle schools. She made recommendations for some changes prior to advertisement and presented the policy with her changes.

Mrs. Haney made a motion to advertise the dance dress code for both middle schools as amended by Mrs. Ennis. Mrs. Ennis seconded the motion. All were in favor. No further discussion. Motion carries. A request was made for the advertised dance dress policy to be emailed to the principals.

V. Acceptance of Bid Packages (changed from item V)

Bids were received. There were only two bids received by the 2:00 p.m. deadline that was set forth in the Request for Proposals. The two companies who submitted design-build proposals were Lord & Son and GAC. GAC had a note written on their sealed box stating that the board was to deduct \$800,000 from the total base price. This note was received along with the proposal as it was annotated prior to submission of the proposal.

Mr. Haight made a motion to officially accept the design-build proposals from Lord & Son and GAC as being submitted timely and any other bids received after this point are rejected. Mr. Thompson seconded the motion. All were in favor. No further discussion. Motion carries.

Interviews and presentations by the two firms will be on February 4<sup>th</sup> at the regular BHCA, Inc. Board meeting. Because there were not more than 3 proposals submitted, there will not be a short list. There will be no discussion about the proposals at the January 21<sup>st</sup> meeting.

VI. Public Comments - None

VII. Board Comments

There was a short discussion on the need for a meeting on January 21<sup>st</sup>. A majority of the Board members thought this was needed, so the meeting will stand as scheduled. Mr. Thompson commented that the job description given with the staffing request was very informative and what was needed by the Board. Mr. Sloan passed out the job posting policy that has been advertised and will be acted upon at the next meeting. He pointed out that this policy would address the concerns regarding when new positions could be posted.

Mr. Hatcher mentioned the security incident that took place at NBH ES. He asked the Board to think about whether to consider expanding the time that the SRO is present until 6:00 p.m. since there are programs at both NBH Elementary and BHCA that are in progress until then. Dr. Hatcher asked Mr. Ramsey, the CFO to request a quote on how much this would cost.

Mr. Hatcher requested for biographies and pictures for the Board website be submitted to Mr. Adams by the next board meeting. He also mentioned that if there is something on an agenda of importance and a board member cannot be at the meeting. The member can call in and be part of the meeting, but cannot be included in the number to reach a quorum (3 – as stated in the bylaws). Mr. Thompson

requested that the number needed for a quorum should be discussed at the next meeting with a possible change from three (3) to five (5).

VIII. Announcements

A. Workshop – Information regarding ESE approach – will set at next meeting needs to be by mid-February

B. Next Board Meeting – Thursday, January 21<sup>st</sup> at 4:00 p.m. at NBH Middle/High at Mill Bayou in the cafeteria

IX. Adjournment – 3:13 p.m.