

Bay Haven Charter Academy, Inc.
Board of Directors Meeting Minutes
Thursday, January 14, 2021
NBH Media Center
4:00 p.m.

Attending: Mr. Jon McFatter, Mrs. Joyce Wilson, Mr. Robert Fleming, Mr. Waylon Thompson, Mrs. Tiffany Ennis, Ms. Jennifer McCabe, Mrs. Sandy Porter (attending by phone)

Others attending: Mr. Mike Burke, Mr. Larry Bolinger

Absent: Dr. Jeremy Hatcher

- I. Call to Order** – 4:03 p.m.
- II. Pledge of Allegiance** – Mr. Jon McFatter
- III. Prayer** – Mr. Waylon Thompson
- IV. Approval of Agenda** – Mr. McFatter has requested that action VII (I) regarding the amendment to the restoration contract be moved to next month's meeting. Mr. Bolinger requests that an item be added regarding the sale of some surplus buses which the Board approved last month. Mr. Fleming made a motion to approve the agenda with the noted changes. Mrs. Wilson seconded the motion. All in favor, no further discussion, motion carries.
- V. Approval of Minutes** –12/10/2020 – Mr. Thompson made a motion to approve the minutes of 12/10/2020 as presented. Ms. McCabe seconded the motion. All in favor, no further discussion, motion carries.
- VI. President's Comments**
- VII. Action Items**
 - A. Approval of revised Job Posting Policy and Procedures, revised Teacher Certification Policy, and revised Merit Pay and Salary Adjustment Policy (previously advertised) – Mr. Fleming made a motion to approve these revised policies as presented. Ms. McCabe seconded the motion. All in favor, no further discussion, motion carries.
 - B. Approval of Panhandle Engineering recommendation for GAC – Bay Haven Field House – Mr. Thompson made a motion to approve the recommendation of Panhandle Engineering for GAC to construct the Bay Haven Field House. Mr. Fleming seconded the motion. All in favor, no further discussion, motion carries.
 - C. Approval of change in Organizational Chart to move HR under the CEO – Mr. Fleming made a motion to approve the change to the organizational chart. Ms. McCabe seconded the motion. All in favor, no further discussion, motion carries.
 - D. Approval of reclassification of HR Coordinator position to HR Clerk – Mr. Thompson made a motion to approve the reclassification to HR Clerk. Mr. Fleming seconded the motion. All in favor, no further discussion, motion carries.
 - E. Approval of HR Clerk job description – Mr. Fleming made a motion to approve the HR Clerk job description as presented. Mr. Thompson seconded the motion. All in favor, no further discussion, motion carries.

- F. Approval for creation of RFP for selected HR services – Mr. Thompson made a motion to approve the creation of an RFP for selected services. Mrs. Ennis seconded the motion. All in favor, no further discussion, motion carries.
- G. Approval of NEOLA contract – Mr. Fleming made a motion to approve the contract with NEOLA and give the CEO the authority to sign the contract on behalf of the Board. Ms. McCabe seconded the motion. All in favor, no further discussion, motion carries.
- H. Approval for advertisement – COVID Leave Policy – Mr. Bolinger stated the Federal obligation to provide COVID leave stopped Dec 31; however, funding was extended to March 31. He recommends continuing the policy until March 31st and when funding terminates, the policy will terminate. Mrs. Ennis made a motion to approve advertisement of the COVID leave policy as presented. Mr. Fleming seconded the motion. All in favor, no further discussion, motion carries.
- I. ~~Approval for Amendment #7 of the GAC Restoration Contract covering Bay Haven site work, canopy lights, the NBH electronic sign and other miscellaneous items~~

VIII. Informational Items

- A. School updates – Mr. McLaughlin presented a letter of commendation to Katie Ricca, 1st grade teacher at North Bay Elementary. Mr. Bolinger read the BH report on behalf of Mr. Stephenson.

IX. Announcements

- A. The next agenda meeting will be Thursday, January 28th at 3:30 p.m. Please get any items for discussion to Mr. McFatter or Ms. Maddox by that time.
- B. The next Board meeting will be held Thursday, February 4th at 4:00 p.m. at the NBH Media Center.

X. Public Comments – None.

XI. Board Comments – Mrs. Wilson asked if there was a timeline to fix the downspout situation on the NBH campus. Mr. Elmore said that he has requested a schedule to be given to him at the meeting next week. Mr. Thompson inquired about the criteria for determining close contact and quarantining. Mr. Bolinger explained and iterated that he and the nurse were in close communication regarding criteria. Ms. McCabe spoke about currently working with Mr. Bolinger and principals on marketing materials to ramp up hiring campaigns and student applications.

XII. Adjournment – 4:57 p.m.