

MEETING MINUTES

Name of Foundation: Cherokee Charter Academy, Inc.

School(s): Cherokee 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.

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
August 24, 2020	11:10 AM	12:14 PM	September 28, 2020	11am	Trista Trump
Meeting Location:					
2126 Sixes Road, Canton Georgia 30114 Meeting was in person and over ZOOM conference call					
Attended by:					
Board Members: Danny Dukes, Chair Nate Cochran, Vice Chair Dr. Bob Durham, Director Mitchell Crowe, Finance Rep.			Other Attendees: April Wallis, Principal, CCA Rob Fortson, Board Attorney Lesa Hamilton, Finance, SUSA Andrew Shayhan, State Director Terrisa Brown, NEI Penny Wilcott, Finance, CSUSA Dorene McSchea, Potential board member		

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 11:08am with a Call to Order by Chairman Danny Dukes. Roll call was taken, and quorum established.

I. Administrative

Meeting Minutes

Motion: Motion was made by Dr. Bob Durham and second by Nate Cochran to approve the August 24, 2020 Cherokee Charter Academy, Inc. board meeting minutes, as presented. Motion was approved unanimously. (4-0)

Annual Meeting Board Officer Elections

- Board Attorney Rob Fortson asked for the Board to call for Officer Elections.

Motion: Motion was made by Dr. Bob Durham and seconded by Mitch Crowe to retain current sitting officers for the 2020-21 Fiscal Year.

- The Board discussed Terms for the sitting board officers and members.

Motion: Motion made by Mitch Crowe and seconded by Dr. Bob Durham to table the Board Officer and Member elections until September Board Meeting. Motion was approved unanimously.

Code of Ethics and Conflict of Interest

MOTION: Motion made by Mitch Crowe and seconded by Nate Cochran to adopt the Code of Ethics and Conflict of Interest Policy for Cherokee Charter Academy, Inc., as presented. Motion was approved unanimously.

II. CSUSA REPORT

Principal Report

- We are in week four of school and everything is moving along smoothly. We are about 60% in person and 40% virtual learners. Our class sizes remain small with our largest class being 16 students.
- We have 660 enrolled currently.
- We have only had one positive student case of COVID19 the second day of school, and the school has followed all safety protocols.
- We have started our two-week testing for I-Ready for both in person and mobile students.
- Boosterthon began August 24th and has already raised \$3,500. Mobile students will be hosting a dance party with the boosterthon team.

III. FINANCIALS

Audit Firm Engagement

- The board reviewed the Audit Engagement Firm previously used Mauldin & Jenkins for the annual audit and the IRS Form 990 preparation.

MOTION: Motion was made by Mitch Crowe and seconded by Nate Cochran to engage with the Audit Firm Mauldin & Jenikns for the FY21 School Audit and IRS Form 990 preparation for Cherokee Charter Academy, Inc., as presented. Motion was approved unanimously.

June Financial Review

- Penny Walcott reviewed June 2020 financials and reviewed the variance of line items including food services, custodial maintenance, and the pension line item. The pension contributions are determined by the state.
- Security officer for the school was continued for 2021 school year as the board wants to maintain the officer for the year.

MOTION: Motion was made by Mitch Crowe and seconded by Nate Cochran to approve the June 2020 Financial Review for Cherokee Charter Academy, as presented. MOTION WAS APPROVED UNANIMOUSLY.

September Spending Budget

- The School is still following a month to month spenditure approval and review
- Ms. Walcott reviewed the September Spending Review which included a review of revenue, expenses, and enrollment.

MOTION: Motion was made by Dr. Bob Durham and seconded by Nate Cochran to approved the September Spending Review for Cherokee Charter Academy, as presented. Motion was approved unanimously.

FY21 Budget Finance Review

- Ms. Walcott reviewed the FY21 Financial Budget for Cherokee Charter Academy, which included revenue enrollment, revenue, staffing, and all major expense line items.
- The board requested to add in a Principal Bonus of \$5,000 and to look into the increased waste management costs.

The board called for Public comments regarding the budget:

- There were no Public Comments on the budget.

II. OLD BUSINESS

- There was no Old Business.

III. NEW BUSINESS

Personnel:

- The board reviewed personnel new hires as follows:
- 1 Kindergarten Teacher (Jones)
- 1 1st grade paraprofessional (Wallace)
- 2 2nd grade teachers (Cardona and Honore)
- 1 2nd grade paraprofessional (Griffin)
- 1 3rd grade teacher(Gorman)
- 1. 3rd grade SPED teacher(Jarrette)
- 1 instructional aide(Wenzel)

MOTION: Motion was made by Nate Cochran and seconded by Mitch Crowe to approve the perosnnel new hire list for Cherokee Charter Academy, as presented. Motion was approved unanimously

IV. PUBLIC COMMENT

- There were no public comments.

V. ADJOURNMENT

MOTION: Motion was made by Nate Cochran and seconded Mitch Crowe to adjourn the August 24, 2020 Cherokee Charter Academy, Inc. board meeting. Motion was approved unanimously.



Danny Dukes, Chairman

Date: 09/28/2020