

# 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:
June 29, 2020	11:08 AM	1:23 PM	August 24, 2020	11am	Trista Trump
<b>Meeting Location:</b>					
In person at: 2126 Sixes Road, Canton Georgia 30114 Meeting and via ZOOM conference call					

<b>Attended by:</b>	
<b>Board Members:</b> Danny Dukes, Chair Nate Cochran, Vice Chair Mary Jo Dukes, Director Mitchell Crowe, Finance Rep. Dr. Bob Durham, Director	<b>Other Attendees:</b> April Wallis, Principal, CCA Rob Fortson, Board Attorney Teresa Brown, NEI Lesa Hamilton, Finance, CSUSA Andrew Shahan, State Director Penny Walcott, Finance, CSUSA Andrew Broy

## 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

**Motion: Motion was made by Nate Cochran and seconded by Mary Jo Dukes to add Legislative Update and to the meeting agenda. Motion was approved unanimously.**

Andrew Broy reported out the Georgia legislative measure passed with a QBE budget cut of 10% however, enrollment will be funded at prior rate and hold harmless. The board discussed the insurance adjustment and Mr. Shahan will follow up on that.

**MOTION: Motion was made by Nate Cochran and seconded by Mary Jo Dukes to approve June 1, 2020 Cherokee Charter Academy, Inc. meeting minutes. Motion was approved unanimously.**

### II. CSUSA REPORT Principal Report

- Principal Wallis reviewed enrollment is currently at 666 with 13 currently in the process. Mrs. Wallis also outlined a partnership with Church to hold services and partnering with the Church on a food/supply pantry to assist families. The plan is to send home food boxes with free/reduced children, as needed.
- Learning Platforms are changing from EDMODO to Schoology, this new platform ties directly into PowerSchool thus making communication easier from student to teacher and parents to teacher.
- Teachers have been in the building making sure all resources are available for Digital Learners.

### III. FINANCIALS

- Penny Walcott reviewed the May 31, 2020 Financials for Cherokee Charter Academy, Inc. This included utilities, and meal services. The Board requested details on variance of custodial services.
- The board reviewed the following July and August Spending resolution, as follows:
  - July Spending is projected at 558,000
  - August Spending is projected at \$414,000
  - 2% Merit increase
  - School leadership
  - 37 teachers, 1 teacher is covered under TITLE 1
  - 8 Special Education Teachers, and 10 aids
  - The CSUSA Management fee is 350,000 this has gone up from 250,000 per the management agreement
  - The PPP Loan is not reflected in the financial report.

**MOTION: Motion was made by Nate Cochran and seconded by Mary Jo Dukes to adjust the CSUSA Management Fee to 250,000 Motion was approved unanimously.**

**MOTION: Motion was made by Nate Cochran and seconded by Mary Jo Dukes to accept the May 31, 2020 Financial Review for Cherokee Charter Academy, as presented. Motion was approved unanimously.**

### IV. OLD BUSINESS

- PPP is in money market account as previously discussed. Principal Wallis discussed going one to one technology for students and the board discussed the process which would include parents signing an agreement that the parent is responsible for damages to the device. The students will be able to use the devices for digital and in-person learning. The board discussed ordering 700 devices using the PPP loan money.

**MOTION: Motion was made by Nate Cochran and seconded by Mary Jo Dukes to approve the purchase of 700 devices using the PPP Loan money received by Cherokee Charter Academy, Inc., as presented. Motion was approved unanimously.**

### V. NEW BUSINESS

#### COVID 19 REOPENING PLANS:

- The school building will be open on August 3<sup>rd</sup>. We have offered virtual learning to all our students as well as in person. NEI will be providing face masks to students with the logo on it. Temp checks will be done before students and staff enter building. The building will be cleaned on a winter type schedule and all high touch areas will be cleaned throughout the day. Facilities will rotate in and out of classrooms while students are at lunch and recess to be cleaned.

**MOTION: Motion was made by Nate Cochran and seconded by Dr. Bob Durham to approve the adoption of The COVID19 Re-Opening plan, as presented. Motion was approved unanimously.**

**MOTION: Motion was made by Dr. Bob Durham and seconded by Nate Cochran to approve the Parent Handbook, Code of Conduct and Employee Handbook as presented. Motion was approved unanimously.**

**MOTION: Motion was made by Dr. Bob Durham and seconded by Nate Cochran to adopt a Resolution thanking Mary Jo Dukes for her service to the Cherokee Charter Acedmy, Inc. Board of Directors. Motion was approved unanimously.**

#### **VI. PUBLIC COMMENTS**

- Chairman Dukes advised that he will answer questions during public comment if said comments are due to COVID19.
- Triamine Bailey, member of the public, has a question regarding attendance from COVID 19. Mrs. Bailey would like to know how attendance will be handled if a student gets OR is exposed to COVID 19?
- Principal Wallis responded that every situation will be evaluated and will have flexibility for each situation.

**MOTION: Motion was made by Nate Cochran and seconded by Mary Jo to move into executive session. Motion was approved unanimously.**

#### **VII. ADJOURNMENT**

**MOTION: Motion was made by Nate Cochran and seconded by Mary Jo Dukes to adjourn the June 29, 2020 Cherokee Charter Academy, Inc. board meeting. Motion was approved unanimously.**



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Danny Dukes, Chairman

Date: August 24, 2020