

# 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:
March 22, 2021	11:06 AM	11:41 AM	April 26, 2021	11:00	Reagan Hage

Meeting Location:
2126 Sixes Road, Canton Georgia 30114 Meeting was in person and over ZOOM conference call

Attended by:	
<b>Board Members:</b> Danny Dukes, Chair Dr. Bob Durham Director Mitchell Crowe, Finance Rep.	<b>Other Attendees:</b> April Wallis, Principal, CCA Rob Fortson, Board Attorney Lesa Hamilton, Finance, CSUSA Reagan Hage, Director finance and operations, NEI Christine Locrotondo, Manager Financial Analyst, CSUSA Lisanne Morton, Sr. Director of Finance, CSUSA Richard Page, President, NEI Allison Hage, School Support Coordinator, NEI Lauren Greer, Attorney

## CALL TO ORDER

Pursuant to public notice, the meeting commenced at 11:06am with a Call to Order by Chairman Danny Dukes. Roll call was taken, and quorum established.

### I. Administrative

**MOTION: MOTION WAS MADE BY DR. BOB DURHAM SECONDED BY MITCH CROWE TO APPROVE FEBRUARY MEETING MINUTES FOR CHEROKEE CHARTER ACADEMY, INC. MOTION WAS APPROVED UNANIMOUSLY. (3-0)**

### II. CSUSA REPORT

#### Principal Report

- Principal's Report – April Wallis
  - i. Enrollment
    1. FTE month; 675 students enrolled which is 58 students higher than this time last year
    2. Next year's enrollment goal is 735
    3. Currently at 730 students
    4. Working on applications for next year

5. Typically have over 100 applications from now till June/July
- ii. Mobile Learning
  1. Friday (3/19) was a Mobile Learning day
- iii. Covid19 Vaccinations
  1. Partnered with DOH; served about 50 staff members with vaccines
- iv. CSP grant 89k working on quotes to replace teacher laptops
  1. Looking at how many student laptops will be needed for next year
  2. Should not hit our operating budget
  3. State board is meeting Wednesday to approve Cares act allocations (American Rescues act) \$516,000!!!
  4. Waiting to know what date we can go back to for utilization
  5. There for learning loss from pandemic
- v. Working on best offsetting operating budget while benefitting students as well

### III. FINANCIALS

- Monthly Financial Review – Christine Locrotondo
  - i. Christine covered unaudited February 2021 financials for Cherokee Charter Academy
- Christine Loctrotondo answered all questions posed by the board

**MOTION: MOTION WAS MADE BY MITCH CROWE AND SECONDED BY DR. BOB DURHAM TO APPROVE THE UNAUDITED MARCH 2021 FINANCIALS FOR CHEROKEE CHARTER ACADEMY, AS PRESENTED. MOTION WAS APPROVED UNANIMOUSLY.**

### IV. OLD BUSINESS

- a) Board Training – Rob Fortson
  - i. Each member must complete 12 hours of training by June 30, 2021
  - ii. Virtual option
  - iii. Danny Dukes will get with Nate and Rob to schedule Friday mornings.

### V. NEW BUSINESS

- a) Corrective Action Plan – Lauren Greer
  - i. Ms. Greer updated the Board on the SCSC findings and adverse practices. She explained the responsive items to address each of the Commission's findings, and when appropriate the corresponding policy updates. The Board approved moving forward with a CAP responsive to the SCSC findings with the following items:
    1. Documentation showing an updated inventory management system that includes the addition of identified missing fields required by federal regulation.
    2. March 2021 meeting agenda compliant with the Open Meeting Act
    3. Supporting evidence of updated website that complies with requirements of SCSC Rule 691-2-.03(7)
    4. ADA Title II Policy and Grievance Procedure and supporting evidence of notice and incorporation
    5. Confirmation of compliance with immigration employment requirements during the 2019-2020 school year.

6. Documentation of compliance with school nursing program requirements

**MOTION WAS MADE BY MITCH CROWE AND SECONDED DR. BOB DURHAM TO ALLOW PRINCIPAL WALLIS TO WORK WITH THE BOARD LAWYER TO FINISH DRAFTING THE SCSC RESPONSE LETTER AND ALLOW DANNY DUKES TO APPROVE THE LETTER BEFORE SENDING TO THE SCSC. MOTION WAS APPROVED UNANIMOUSLY.**

**V. PUBLIC COMMENTS**

- No public comments

**VI. ADJOURNMENT**

**MOTION: MOTION WAS MADE BY DR. BOB DURHAM AND SECONDED MITCH CROWE TO ADJOURN THE MARCH 22, 2021 CHEROKEE CHARTER ACADEMY, INC. BOARD MEETING. MOTION WAS APPROVED UNANIMOUSLY.**

  
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Danny Dukes, Chairman

Date: 04/01/2021