

**PPCA Board of Directors Meeting
Meeting Minutes March 4, 2021**

Call to Order: 5:32 p.m.

Meeting Location: Auburndale Community Center

Attendance: Henry Manson, Cotina Owens, Matthew Mock, Taylor Shook, Allison Waldron, Burke Thompson, Samantha Meadows (late), Mrs. Carver, Mrs. Borglund, Mrs. Gervase, Mrs. Williams

Review of December 2020 meeting minutes by H. Manson: Meeting Minutes were discussed and shared at this meeting. T. Shook made a motion to accept the December 2020 Meeting Minutes. B. Thompson made a second motion to accept the December 2020 Meeting Minutes.

H. Manson - Y
C. Owens - Y
T. Shook - Y
B. Thompson - Y
S. Meadows - Absent
A. Waldron – Y
M. Mock - Y
Motion Accepted

Budget Review: M. Borglund: Originally budgeted for FTE of 150 students, but only have 146 students. Not a voting item.

School Lunch Program and Budget Impact: M. Borglund and H. Manson: Mrs. Borglund shared a pending deficit of \$25,000 + due to Food Services costs. This comes from a review by the Berkley Charter School Board of Directors when that school budget was reviewed. The elementary school is estimating at this time there will be a loss of around \$171,000 to food services due to the unprecedented COVID-19 Pandemic. These costs are shared by PPCA, BAMS, and Berkley Charter School which means the schools must work together to resolve the issues. Mr. Manson explained PPCA has experienced around an 80% decrease in food services usage by students while BAMS has experienced around a 60% loss of purchase. Though this problem has essentially been ongoing for a year now, this analysis was just assessed and shared widely with all 3 Boards of Directors. Mrs. Carver informed of a survey PPCA sent to students recently regarding school food options to increase usage and will be completing the analysis in hopes to share findings with Mrs. Thomas of Berkley Charter Elementary. Mrs. Carver inquired about whether CARES Act could be an option to help offset the food services staff salaries. Mr. Manson shared a full analysis of the issue has not yet been completed by Berkley Charter Elementary – in terms of where the deficit is coming from (staffing or food cost). The elementary school Board of Directors will evaluate and decide on how to resolve this. PPCA is in a contract to share costs which means PPCA must follow the resolution as outlined by our sister

schools. Moving forward, PPCA Board of Directors will reassess Food Services. Not a voting item.

Proposed 2021-2022 School Calendar: C. Carver: The Polk County School Board released the upcoming year school calendar. As such, Berkley Charter Elementary School created the 2021-22 school calendar. Since PPCA shares transportation and other services with the elementary school, we follow this same calendar. S. Meadows inquired about the earlier start date which was explained as a date set by our partners. T. Shook made a motion to accept the 2021-2022 School Calendar. S. Meadows made a second motion to accept the 2021-2022 School Calendar.

H. Manson - Y

C. Owens - Y

T. Shook - Y

B. Thompson - Y

S. Meadows - Y

A. Waldron – Y

M. Mock - Y

Motion Accepted

Open Enrollment: C. Carver: PPCA Open Enrollment begins next week on March 8. PPCA needs at least 175 students to meet FTE for 2021-2022. Mrs. Carver has called the Board of Directors to share open enrollment information and spread the word by any and all means. Board members brought home signs after the meeting. C. Owens inquired about PPCA conducting a Zoom information session since in-person opportunities cannot take place at this time. C. Owens and A. Waldron shared information about collegiate zoom meetings they recently attended. Mrs. Carver is considering this and other options. Not a voting item.

State Testing: C. Carver: At this time, state testing is in-person only and will follow the normal outlined schedule. Mrs. Carver shared there is an extension into June for completion; however, the school calendar has PPCA slated to be closed by June 9. Mrs. Carver explained because of this testing will take place in May. Students who are virtual must come to campus for testing. PPCA administration will work on those logistics and safe COVID measures will continue to be in place. Not a voting item.

2021-2022 Staffing and Board Terms: B. Thompson, S. Meadows, and A. Waldron term expires June 2021. All members have indicated a desire to return. The board has not voted yet. Mrs. Carver updated the Board of Directors on her status as school administrator / acting principal: she has decided to resign from this post as of June 30, 2021. Given this news, Mr. Manson, as Chair, created 2 committees for when the Board of Directors must search and hire a new principal. These committees are as follows: PPCA School Administrator Search Committee (B. Thompson to oversee) and PPCA Principal Roles and Responsibilities Committee (T. Shook to oversee). These committees will review candidates, responsibilities, and create documentation for what PPCA expects and requires in a new school administrator. Not a voting item.

Property Update: H. Manson: No update at this time. In the coming weeks, Mr. Manson does expect to have an update to share. Not a voting item.

Miscellaneous:

- T. Shook suggested Mrs. Carver connect with the BAMS and Berkley Charter principals to establish regular meetings.
- The canceled 5K has not been re-established.
- Given the news of Mrs. Carver's resignation, the board is likely to reschedule the next board meeting to earlier in April. Not a voting item.

Adjournment: 6:49 p.m.

Next Meeting: April 14, 2021 at 6:00 p.m.

Board Member Term Expiration

Burke Thompson, Allison Waldron, Samantha Meadows - June 2021

Henry Manson– June 2022

Cotina Owns, Taylor Shook, Matthew Mock – June 2023