Board Meeting

# June 17, 2021

## 12:00 noon

Present: Dr. Terry Jack, Kathy Barr, Jimmy Barr, Pam Cramer, Barbara Steele, Leroy Ellis, and Nelson Scott via phone, Cynthia McCauley

## Chautauqua Charter School and Adult Program Board Meeting

1. Board Notice: Board members reviewed the meeting notice published in the Panama City News Herald. Motion to approve the board notice as written-Dr. Jack, Second Katy Barr. Motion approved unanimously.
2. Minutes: Reviewed previous minutes for meeting held on March, 12, 2021 by board members. Motion to approve minutes as presented-Jimmy Barr, Second Kathy Barr. Motion approved unanimously.
3. Financials: Reviewed and presented to the other members by Jimmy Barr. Motion to approve financial documents as presented by Mr. Barr, Second by Dr, Jack. Motion approved unanimously.

#### Additional financial discussions:

1. Engagement Letter: Engagement letter with King and Walker Accounting Firm for our annual audit was reviewed and discussed. Motion to sign the engagement letter made by Dr. Jack, second by Kathy Barr, motion approved unanimously.
2. Van Titles: Titles to the two vans purchased with the ReStart Grant funds require Bay District Schools be added to the title, and BDS must also be listed on the insurance policy.
3. Charity eBay Store: The quality and volume goods donated to Chautauqua by ‘downsizing’ Baby Boomers prompted a discussion on starting a Charity eBay store as small business endeavor requested in our ABLE Trust grant. Chautauqua staff, School Financial Services, and the Chautauqua boards will research the pros and cons of this concept and revisit at the next board meeting. In this discussion, all donations would directly or indirectly help funds our priority charities-the CAPs program and the Trolley Token project for the disabled and needy.
4. PPP Loan Forgiveness: Since our last meeting, the board has been informed that our PPP Loan of $117,500.00 have been forgiven.

### Staff Retention

There is an initiative across the state to attract and retain certified educators with hiring bonuses. Generally, the bonus is a one-time payment of $5,000 to a newly hired teacher. Chautauqua relies on a broader pool of talent and hopes also to attract and retain quality paraprofessionals, too. This has been done by paying for the college courses at local colleges or similar training option to help our paraprofessional acquire skills and knowledge and perhaps become teachers. To maintain this philosophy and perspective of rewarding the acquisition of knowledge and intellectual curiosity, the board discussed the option of adding payment of student loans to our Teacher Retention practices. After discussion led by Treasurer Jimmy Barr, Mr. Barr made a motion to approve the one-time payment of $5,000.00 for a full-time staff member’s student loans as an incentive to remain with Chautauqua and continue pursuing a teacher’s license. Nelson Scott second. Motion passes unanimously.

1. Chautauqua Institution: Members of the Chautauqua Charter School board and the Chautauqua Adult program board were asked to review the lecture weeks at the Chautauqua Institution for 2021 Season and let the Chautauqua staff know which week they wish to attend board training at Chautauqua.
2. Other Business:

Dr Jack asked if there was any old or new business to be brought before the board. Having none, Dr. Jack declared the meeting adjourned.