

**Madison Creative Arts Academy**  
**Board Meeting Minutes**  
**Tuesday, July 27, 2021**  
**attendance:**

Troy Bradfield, President	Ella Howard (A)	Janna Barrs, Executive Director
Willy Hamrick (A)	Amanda Norris	Andrea Krell, Assistant Principal
Melanie Terrill, Secretary	Amanda Ortega	Rhonda Gore, Office Manager
Jennifer Harper	Allison Finley	Daniel Havard
Lakeshia Dennis		

- I. Call to Order and Prayer - The meeting was called to order by Troy Bradfield at 5:36 PM and opened in prayer by Andrea Krell.

- A. Public Comment - None
- B. Approval of June Regular Meeting Minutes – A motion was made by Allison Finley to approve the June Regular Meeting Minutes. Second was received by Amanda Norris. The motion passed unanimously.
- C. Amendments to Agenda – Under Nominating Committee section, removal of Bo Hardee Sunshine Law and adding Amanda Ortega (resignation), and creating nominating committee for vacant position. A motion was made by Allison Finley to approve the amendments to the agenda. A second was received by Melanie Terrill. The motion passed unanimously.

II. Chairman Report

- A. Welcome New Board Members - Welcome Allison Finley, Lakeshia Dennis, and Daniel Havard.

B. Nomination of Officers

- 1. Vice President
- 2. Secretary
- 3. Treasurer

A motion was made by Lakeshia Dennis to nominate Amanda Norris as the vice president, Melanie Terrill as secretary, and Allison Finley as the treasurer. A second was received by Daniel Havard. The motion passed unanimously.

- C. 2021-2022 Board Meeting Calendar - Changing March meeting from March 22nd to March 15th. A motion was made by Melanie Terrill to approve the Board Meeting Calendar as amended. A second was received by Amanda Norris. The motion passed unanimously.

III. Finance

- A. Current Enrollment Status – We currently have 346 enrolled.
- B. Current Financials - Jennifer Harper presented the

current financials. Current account balances are as follows: General Account at \$231,000, Grant Account at \$15,000, and PPP/Construction Account at \$11. After school care had a loss of \$1,200 YTD profit of \$5,474 and Food Service had a loss of \$2,263, YTD loss of \$12,057.

- C. Status of Reserve and Club Accounts - Jennifer Harper presented the balance of the Reserve account is at \$674,000 and Club Account at \$110,000. A motion was made by Melanie Terrill to approve the current financials. Second was received by Amanda Norris. The Motion passed unanimously.
- D. Past Due Accounts - A total of \$1,445.90 is past due. This includes Music Rental, Yearbooks, school supplies, and after school care. after school \$455, school charges \$12, music rental \$140, yearbooks \$838.90.
- E. 2020-2021 Financial Audit Status - The Financial Audit proposal has been received from James Moore. A motion was made to accept the James Moore audit proposal by Allison Finley. A second was received by Lakeshia Denson. The motion passed unanimously.
- F. 2021-2022 Budget - Draft is completed with a few changes to be made which should be completed by next month's meeting.

#### IV. Facilities

- A. Deep Cleaning of Floors - Complete
- B. Gymnasium - Working on painting the gym before the students start back.
- C. Playground Areas - Working on repairs on the playground also. Also working on getting a couple of loads of mulch.

#### V. Nominating Committee

- ~~A. Sunshine Law - Bo Hardee - Removed.~~
- B. Board of Directors Code of Ethics and Confidentiality Policy - Board Meetings need to read and sign.
- C. Board Member Training - Janna will be sending training information to all new members.
- D. Amanda Ortega - Amanda Submitted her resignation from the board of directors.
- E. Creation of Nominating Committee - Nominating Committee created to consist of Troy Bradfield, Melanie Terrill, Willy Hamrick, Kim Brandies, and Darren Webb. A motion was made by Amanda Norris to accept the created nominating committee. A second was received by Daniel Havard. The motion passed unanimously.

#### VI. Executive Director Report

- A. 2021-2022 MCAA Student Handbook - Updated handbook to include dress code changes from last

meeting and new Board of Directors officers before sending out to students.

B. Reaffirmations

1. District Student Code of Conduct - Approval needed for updated School Code of Conduct for 2021-2022. A motion was made by Amanda Norris to approve the updated School Code of Conduct for 2021-2022. A second was received by Melanie Terrill. The motion passed unanimously.
2. District Student Progression Plans - We have adopted the district's student progression plan but are looking to make some changes. We plan to add science and social studies as subjects requiring at least a 70 grade average as a promotion requirement for K-5th grades. Also looking to keep grade computing categories as 50/30/20 rather than the district's 60/40 split. A motion was made to accept the District's progression plan as presented. A second was made by Amanda Ortega. The motion passed unanimously.
3. District Mental Health Assistance Allocation Plan - The District receives funds for mental health but we only receive a percentage of that. The District has contracted with a couple of providers that will be available for our school. A motion was made by Melanie Terrill to accept the District Mental Health Assistance Allocation Plan. A second was received by Amanda Ortega. The motion passed unanimously.
4. District ESE Policies and Procedures - The District currently provides and helps monitor the ESE needs in our school. A motion was made by Lakeshia Denson to accept the District ESE Policies and Procedures. A second was received by Daniel Havard. The motion passed unanimously.

C. 2021-2022 Staff Changes - Ms. Barrs presented the staff changes for the 2021-2022 school year.

D. 2021-2022 School Calendar Revisions - The District has made some changes to the 2021-2022 Student Calendar. A motion was made by Melanie Terrill to approve the amended 2021-2022 school calendar. A second was received by Amanda Ortega. The motion passed unanimously.

VII. Building Committee

- A. Progress Report - Ms. Barrs presented an update on the building progress and the July payment request. Ms. Barrs also presented PCO #'s 013, 014, 016, and 017. A motion was made to approve the July payment request by Amanda Norris. A second was received by Amanda Ortega. The motion passed unanimously. A motion was made by Amanda Norris to approve PCO #'s 013, 014, 016, and 017. A second was received by Lakeshia Denson. The motion passed unanimously.

VIII. Teacher/Staff/Club Representatives

- A. PAT Club - A PAT club meeting will be scheduled soon.
- B. Athletic Booster Club - They are in the process of scheduling a meeting.

IX. The Board hereby publishes a certain vote by the Board via email response on Tuesday, June 22, 2021. The motion was presented by Kim Brandies for approval of Project Change Order (PCO) #5-Over Excavation of Ponds i/a/o \$177,752.00. The motion carried with (5) respondent "yes" votes submitted by Melanie Terrill, Troy Bradfield, Amanda Norris, Amanda Ortega, and Willy Hamrick. There were no votes to the contrary.

X. Adjournment - A motion to adjourn was made at 7:05 PM by Allison Finley. A second was received by Amanda Norris. The motion passed unanimously.

XI. Next Meeting Date: August 17, 2021 at 5:30 PM.