



**Pensacola State College Charter Academy Board Meeting
June 21, 2022
Pensacola Campus, Dona and Milton Usry Boardroom**

Board Meeting

Present: Mr. Patrick Dawson, Dr. Troy Tippet, Mr. Tom Gilliam (General Counsel), Dr. Ed Meadows, and staff.

Absent: Chair Margie Moore

1. Call to Order

Dr. Tippet called the meeting to order at 4:03 p.m.

2. Approval of Agenda

Dr. Tippet called for a motion to approve the agenda. Mr. Dawson moved for approval, and Dr. Tippet seconded the motion, which passed unanimously.

3. Report from Charter Academy Principal

Dr. McCabe distributed a Charter Academy information packet, which included an Academic Calendar, mailers, and flyers used for Charter Academy recruiting. She introduced new personnel Tina Corbin, hired as Administrative Coordinator, and reported that a Curriculum Coordinator will be hired within the next week. She gave a summary of operations. Dr. Tippet expressed concern about safety at the campus. Dr. Meadows and Mr. Gilliam discussed police coverage and resources.

4. Action Items

4.1 Charter Academy Contract with Escambia County School Board

Mr. Gilliam stated the Charter Academy Contract included in the Board information packet is the finalized contract between the Escambia County School Board and PSC Board of Trustees. The contract template was created by the Florida Department of Education and modified by PSC General Counsel and Escambia County School Board attorneys.

Mr. Dawson motioned to approve the Charter Academy Contract. Dr. Tippet seconded the motion, which passed unanimously.

4.2 Charter Academy Academic Calendar 2022-2023

Dr. Kelly referred to the Academic Calendar that was included in the Board information packet. She explained that the Charter Academy will follow the PSC College calendar with the addition of enrichment days at the beginning of the Fall and Spring semesters. Mr. Dawson motioned to approve the 2022-2023 Charter Academy Academic Calendar. Dr. Tippet seconded the motion, which passed unanimously.

4.3 Initial Funds for Charter Academy - \$250,000 Transfer of Funds

Ms. Kovacs stated this transfer of funds previously went before the PSC Board of Trustees for approval prior to being sent to Tallahassee, and she asked for Charter Academy Board approval to accept funds needed for initial operations.

Mr. Dawson motioned to approve the transfer of \$250,000. Dr. Tippet seconded the motion, which passed unanimously.

4.4 PSC Charter Academy Operating Budget for Fiscal Year 2022-23

Ms. Kovacs presented the 2022-23 Charter Academy budget.

Mr. Dawson motioned to approve the Operating Budget for Fiscal Year 2022-23. Dr. Tippet seconded the motion, which passed unanimously.

4.5 Funds for Charter Academy 2022-23 - \$150,000 Transfer of Funds

Ms. Kovacs explained that this budget amendment was for startup costs not being covered by the FEFP funding due to lower than anticipated enrollment for the initial year.

Mr. Dawson motioned to approve the transfer of \$150,000. Dr. Tippet seconded the motion, which passed unanimously.

4.6 PSC Charter High Academy Financial Audit Vendor Selection

Ms. Kovacs explained that a private auditing company must be hired to provide financial audit services for the Charter Academy. She gave a summary of the requirements and discussed the decision points necessary to comply with laws and rules related to auditor selection. The Board acknowledged the decision points as presented in the agenda with the exception that the time frames would be updated to reflect the decision made at the next Charter meeting.

Mr. Dawson motioned to amend the RFP to include a termination clause of 30 days with written notice. Dr. Tippet seconded the motion, which passed unanimously.

5. Information Items

5.1 New Charter Academy Policy to be approved by the Pensacola State College District Board of Trustees

Ms. Kovacs stated that the Charter Academy will be operating under Pensacola State College policies and procedures. The new policy will go to the PSC Board of Trustees for approval once legal requirements for rule development have been met. The College Board of Trustees will vote in the full PSC Board of Trustees meeting, immediately following the Charter Academy Board meeting.

6. Additional Items not on Agenda

6.1 Election of Officers for the Charter Academy Board

Dr. Tippet nominated Ms. Moore to serve as Chair of the Charter Academy Board until the completion of her term and Mr. Dawson to serve as Vice Chair.

Mr. Dawson motioned to approve the nominations and elect Ms. Moore as Chair and Mr. Dawson as Vice Chair of the Charter Academy Board. Dr. Tippet seconded the motion, which passed unanimously.

6.2 Frequency of Charter Academy Board Meetings

After discussion, the Board decided to have a minimum of four Charter Academy Board meetings per year to meet on the same days as PSC Board of Trustees meetings with the option to add emergency meetings if necessary.

Dr. Tippettt motioned to approve the frequency of Charter Academy Board meetings. Mr. Dawson seconded the motion, which passed unanimously.

There being no further business, the meeting was adjourned at 4:36 p.m.

Approved: _____ X _____

Date: 9/20/2022



Tina Corbin, Reporting



Chair, Charter Academy Board



President, Pensacola State College