

Policy and Procedure. The BOD gave their input to Ms. Madhu. She took their suggestions and said she would get back to the BOD by the next meeting. She decided it would be best to get PBA's legal counsel involved before final approval by the BOD.

Playground Cover is in the process of being completed. Sand remains to be purchased and laid.

Safety issues are still in the works. Ms. Madhu is looking into finding other vendors to assist in this project. Basically, commercial cameras need to be installed. The BOD will be kept informed.

Bus issues Ms. Madhu purchased two buses. PBA is now in control of the school's transportation. Insurance was purchased and the buses are being financed. The BOD voted in the emergency meeting of December 3, 2023, to give Ms. Madhu the authority to purchase the buses and procure the funds from a bank of her choosing. The buses are now being used by students. The two buses are fully staffed, insured, and registered. Working cameras are in place.

FINANCIAL REPORT

Tom Flavin is no longer advising PBA. Ms. Madhu is searching for another advisor. She will keep the BOD informed.

ACCOUNTING: Ms. Madhu said she would like to employ Allison Beckett to serve as CPA for PBA. A contract was submitted for BOD approval. J. Cunningham made the motion to accept the contract presented by Ms. Madhu to the BOD and have M. Wolf, Board Chairwoman sign the contract/agreement. M. Wilson seconded the motion. The motion passed unanimously.

BOND. Ms. Madhu reported that the BOND holders canceled January 13, 2023, meeting. The BOD will be kept informed.

OLD BUSINESS

There have been no changes in the Elementary or Middle School. Both assistant principals should complete their training by the end of the school year. The BOD will be kept posted. Counselors are continuing to assist students who need assistance in their educational path.

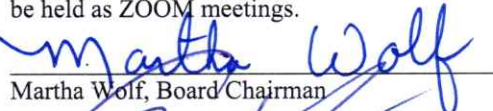
NEW BUSINESS

- A. Ms. Madhu stated that she was in the process of having the three Spanish Immersion teachers sign up for Montessori courses and Certification. Teachers will need to sign an agreement to stay with PBA for three years. If a teacher leaves PBA before that time period the teacher will have to reimburse PBA for the Montessori courses. Ms. Madhu is in the process of working out the details. The BOD will be kept posted.

ADJOURNMENT

With no other business to come before the Board, J. Cunningham motioned to adjourn the meeting. Seconded by M. Wilson. The motion passed unanimously. The meeting was adjourned at 5:56 pm.

The next meeting will be held on March 20, 2023, at 5:00 pm. Due to logistics, PBA BOD meetings will continue to be held as ZOOM meetings.


Martha Wolf, Board Chairman

4-10-23
Date


Brendan Purcell, Secretary

4-10-23
Date

**Palm Bay Academy Charter School (PBA)
Board of Directors Meeting (PBA)
February 13, 2023, @5:00 PM**

CALL TO ORDER

The ZOOM PBA BOD meeting was called to order at 5:03 pm by the PBA BOD Board Chairwoman, M. Wolf.

ROLL CALL

Martha Wolf	Board Chairman	Present
Jeanne Cunningham	Vice Chairman	Present
Brendan Purcell	Secretary	Excused
Margaret Wilson	Board Member	Present

NON-BOARD MEMBER

Madhu Longani	Director of PBA	Present
Dr. John Harrison	Assistant Principal in Training	Present

NO AUDIENCE MEMBERS**BOARD MINUTES**

The January 9, 2023 PBA BOD minutes were presented for approval. J. Cunningham made the motion to accept the minutes as presented. Seconded by M. Wilson. The motion passed unanimously.

BOD REPORT**A. Jones vs. Arlene Butcher**

Arlene Butcher wrote a letter to the PBA BOD upset about an incident that happened at PBA Middle School. Ms. Wolf requested that Ms. Madhu explain the matter. Ms. Madhu requested that Dr. J. Harrison, the administrator involved could better explain the matter in question.

(Paraphrased) Dr. Harrison reported that Arlene Butcher, mother of a 7th-grade Middle School student, was upset over an incident that occurred in Mr. Jones' class. Ms. Butcher came to PBA Middle School and met with Dr. J. Harrison, Assistant Vice Principal (in training). Ms. Butcher accused Mr. Jones of using inappropriate language in the classroom toward her daughter. The child was upset and contacted her mother. Ms. Butcher requested that her daughter be removed from the classroom until a full investigation was completed. Dr. Harrison did his best to handle the situation in a timely manner. Ms. Butcher was not satisfied. She consequently removed her daughter from PBA permanently.

The PBA BOD requested that Dr. Harrison in the future remove the child in question until he has had the proper time to address the manner. Because the mother removed her child from PBA, the BOD decided that a response was no longer required.

B. Tom Flavin. Ms. Madhu stated that she has not been able to communicate with Mr. Flavin after several attempts. Ms. Wolf said she too was having trouble reaching him and suggested that it was time for PBA to move on. For whatever Mr. Flavin's reasons, he no longer seems to be receptive to PBA. Ms. Madhu agreed and said she would look to find someone else to serve as PBA's Financial Advisor. We publicly thanked Mr. Flavin for his years of service.

C. Disclosure Form. PBA sent each BOD member a Disclosure Form. Ms. Madhu stated that all BOD members are required by the district, to fill out the form and send it to Ms. Kinsel, Operations Manager. BOD agreed to take care of the matter this week.

CEO REPORT

Elementary School presently there are 225 students enrolled.

Middle School presently there are 116 students enrolled. 3 students in the process of enrolling Bringing the total number of students to 344.