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REGULAR MEETING MINUTES
Thursday, December 14, 2023

I Call to Order

The Board of School Directors of the Premier Arts & Science Charter School (PASC5) held a regular meeting on Thursday, December 14, 2023, at PASC5, pursuant to due notice to each Board Member. Pamela Spencer, President, Board of School Directors, called the meeting to order at 6:05 p.m.

II. Roll Call & Announcement

Roll Call:

Pamela Spencer	Present
Anita Ashe	Present
Chanel Miller	Present

Present:

Samantha Beyzaei, COO

III. Approval of Agenda

Motion: Ms. Miller moved to amend the agenda to vote on approval of the audit draft.

Second: Ms. Ashe

Discussion: None

Roll Call:

Ms. Miller	Yes	(3) Yes
Ms. Spencer	Yes	(0) No
Ms. Ashe	Yes	Motion Carried

IV. Approval of Minutes

A. Regular Board Meeting Minutes – November 8, 2023

Motion: Ms. Miller moved to approve the regular Board minutes

Second: Ms. Ashe

Discussion: None.

Roll Call:

Ms. Miller	Yes	(3) Yes
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Ms. Spencer Yes (0) No
Ms. Ashe Yes Motion Carried

V. Public Comments

VI. Action Items

A. Maintenance Supervisor new hire (potential start date 1/3/24)

Motion: Ms. Miller moved to approve the new hire of the maintenance supervisor.

Second: Ms. Ashe

Discussion:

Roll Call:

Ms. Miller Yes (3) Yes

Ms. Spencer Yes (0)

Ms. Ashe Yes Motion Carried

B. Increase to Kitchen Supervisor salary

Motion: Ms. Miller moved to approve an increase in salary for kitchen supervisor.

Second: Ms. Ashe

Discussion:

Roll Call:

Ms. Miller Yes (3) Yes

Ms. Spencer Yes (0) No

Ms. Ashe Yes Motion Carried

C. Approval of audit draft from business office to be finalized.

Motion: Ms. Miller moved to approve the audit draft from the business office to be finalized.

Second: Ms. Ashe

Discussion:

Roll Call:

Ms. Miller Yes (3) Yes

Ms. Spencer Yes (0) No

Ms. Ashe Yes Motion Carried

VII. Updates

A. Approval of Personnel Committee Report

Motion: Ms. Miller motioned to approve the Personnel Committee Report

Second: Ms. Ashe

Discussion: None.

Roll Call:

Ms. Ashe	Yes	(3) Yes
Ms. Spencer	Yes	(0) No
Ms. Miller	Yes	Motion Carried

B. Approval of Finance Committee Report including the Monthly Financial Results as of November 30, 2023.

Motion: Ms. Ashe motioned to approve the Finance Committee Report

Second: Ms. Miller

Discussion: None.

Roll Call:

Ms. Ashe	Yes	(3) Yes
Ms. Spencer	Yes	(0) No
Ms. Miller	Yes	Motion Carried

C. Approval of Education Advisory Committee Report

Motion: Ms. Miller motioned to approve the Education Advisory Committee Report

Second: Ms. Ashe

Discussion: None.

Roll Call:

Ms. Ashe	Yes	(3) Yes
Ms. Spencer	Yes	(0)
Ms. Miller	Yes	Motion Carried

D. Approval of COO Monthly Report, including new hires and the principals report.

Motion: Ms. Miller motioned to approve the COO Monthly Report

Second: Ms. Ashe

Discussion: None.

Roll Call:

Ms. Ashe	Yes	(3) Yes
Ms. Spencer	Yes	(0)
Ms. Miller	Yes	Motion Carried

VIII. Additional Business Discussion Items

None.

IX. Old Business

None.

XI. Public Comments

None.

XII. Adjournment

Motion: Ms. Miller moved to adjourn at 6:28 p.m.

Second: Ms. Ashe

Discussion: None

Roll Call:

Ms. Miller Yes (3) Yes

Ms. Spencer Yes (0) No

Ms. Ashe Yes Motion Carried