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**REGULAR MEETING MINUTES**  
**Thursday, February 15, 2024**

**I Call to Order**

The Board of School Directors of the Premier Arts & Science Charter School (PASC500) held a regular meeting on Thursday, February 15, 2024, at PASC500, pursuant to due notice to each Board Member. Pamela Spencer, President, Board of School Directors, called the meeting to order at 6:01 p.m.

**II. Roll Call & Announcement**

**Roll Call:**

Pamela Spencer	Present
Anita Ashe	Present
Chanel Miller	Absent

**Present:**

Samantha Beyzaei, COO

**III. Approval of Agenda**

**Motion:** Ms. Ashe moved to approve the agenda.

**Second:** Ms. Spencer

**Discussion:** None

**Roll Call:**

Ms. Spencer	Yes	(0) No
Ms. Ashe	Yes	(2) Yes

**Motion Carried**

**IV. Approval of Minutes**

**A. Regular Board Meeting Minutes – January 11, 2024**

**Motion:** Ms. Ashe moved to approve the regular Board minutes.

**Second:** Ms. Spencer

**Discussion:** None.

**Roll Call:**

Ms. Spencer	Yes	(0) No
Ms. Ashe	Yes	(2) Yes

**Motion Carried**

**V. Public Comments**

**None**

**VI. Action Items**

**A. School Calendar for 2024-2025 school year**

**Motion: Ms. Ashe moved to approve the school calendar for 2024-2025 school year.**

**Second: Ms. Spencer**

**Discussion:**

**Roll Call:**

**Ms. Spencer Yes (0) No**

**Ms. Ashe Yes (2) Yes**

**Motion Carried**

**B. New Hire- Front Desk (Sadeasha Phillips)**

**Motion: Ms. Ashe moved to approve the New Hire- Front Desk (Sadeasha Phillips).**

**Second: Ms. Spencer**

**Discussion:**

**Roll Call:**

**Ms. Spencer Yes (0) No**

**Ms. Ashe Yes (2) Yes**

**Motion Carried**

**C. Teacher Representative (non voting member) addition to Board of Trustees (Meghan Havener)**

**Motion: Ms. Ashe moved to approve the Teacher Representative (non voting member) addition to the Board of Trustees (Meghan Havener) .**

**Second: Ms. Spencer**

**Discussion:**

**Roll Call:**

**Ms. Spencer Yes (0) No**

**Ms. Ashe Yes (2) Yes**

**Motion Carried**

**VII. Updates**

**A. Approval of Personnel Committee Report**

**Motion: Ms. Ashe motioned to approve the Personnel Committee Report**

**Second: Ms. Spencer**

**Discussion: None.**

**Roll Call:**

**Ms. Ashe Yes (2) Yes**

Ms. Spencer (0) No  
Motion Carried

**B. Approval of Finance Committee Report including the Monthly Financial Results as of January 31, 2024.**

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

Second: Ms. Spencer

Discussion: None.

Roll Call:

Ms. Ashe Yes (2) Yes

Ms. Spencer Yes (0) No

Motion Carried

**C. Approval of Education Advisory Committee Report**

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

Second: Ms. Spencer

Discussion: None.

Roll Call:

Ms. Ashe Yes (2)

Ms. Spencer No (0)

Motion Carried

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

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

Second: Ms. Spencer

Discussion:

**Construction Report**

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Door sweeps installed to new doors.

HB McClure was on site to address overflow of restrooms. Ran camera through the sewer lines to see where blockage is coming from and if need be new pipes. They will provide an estimate to fix.

New lightbulbs were installed in the nurse's office restroom.

New rakes/shovels and supplies were purchased per request of the maintenance supervisor.

**Hiring Report**

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The following are new hiring recommendations:

<u>NAME</u>	<u>POSITION</u>	<u>TIME; RATE</u>	<u>START DATE</u>
Sadeasha Phillips	Front Desk Receptionist	\$40,000/salary	2/5/2024

## **Enrollment Report — 2023-2024 SY**

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As of 2/14/2024 there are 167 students enrolled (Kindergarten through third grade)

<b>Date</b>	<b>Event</b>	<b>Time</b>	<b>Place</b>
January 17, 2024	Title 1 Meeting	5:30-6:30pm	PASCS
January 31, 2024	Field Trip	12:00PM	State Museum
February 2, 2024	Parent Teacher Conferences	All Day	PASCS
February 14, 2024	Wear Red AHA	All Day	PASCS
February 15, 2024	Valentine's Day Celebration	All Day	PASCS
*March 13, 2024	Board Meeting	6:00pm	PASCS

### **Roll Call:**

**Ms. Ashe**            **Yes**            **(2)**

**Ms. Spencer**       **No**            **(0)**

**Motion Carried**

### **VIII. Additional Business Discussion Items**

**None.**

### **IX. Old Business**

- a. **The Board President noted that there are potential candidates for new board members.**

### **XI. Public Comments**

**None.**

### **XII. Adjournment**

**Motion: Ms. Ashe moved to adjourn at 6:27 p.m.**

**Second: Ms. Spencer**

**Discussion: None**

**Roll Call:**

**Ms. Spencer**            **Yes (2)**

**Ms. Ashe**                **No (0)**

**Motion Carried**