



The Schools of McKeel Academy, Inc.

*McKeel Academy Central
McKeel Academy of Technology
South McKeel Academy*

Board of Trustees Meeting MINUTES

June 25, 2020

The Board of Trustees meeting was held on Thursday, June 25, 2020 in the cafeteria at McKeel Academy. The meeting was called to order by Andrew Snyder at 12:04 p.m. and declared a quorum with 6 of 9 members present. Trustees present included Sheena, Butts, Taylor Caffey, Stephanie L. Campbell, Frank McCaulley, Andrew Snyder, Phillip Walker and Seth McKeel via phone. Staff present included Alan Black, Julie Ehnle, Michele Spurgeon, Kim Benson, Angela Massung, Joyce Powell, Jean Eisenhardt, Kristine Fagan and Lauren Rexroad.

➤ **Public Comment**

There was no one from the public wishing to address the Board.

➤ **Consent Agenda**

• **Minutes: 4/30/20 Board of Trustees Meeting**

Motion: Moved by Taylor Caffey, seconded by Sheena Butts, to approve the consent agenda as presented.

Motion Carried

➤ **Old Business**

• **T SMA Final FY20 Budget**

The May 31, 2020 financial statements were briefly reviewed along with the changes from budget three to final proposed budget four. Majority of the changes are related to closures and cancellations due to COVID-19.

Motion made by Frank McCaulley, seconded by Stephanie Campbell, to approve the Final FY20 Budget as presented.

Motion Carried

➤ **New Business**

• **Volunteer Application Policy**

The Volunteer Policy and guidelines were reviewed.

Motion made by Frank McCaulley, seconded by Stephanie Campbell, to approve the Volunteer Policy as presented.

Motion Carried

- **PTO Payout Policy**

The Paid Time Off Policy was reviewed.

Motion made by Stephanie Campbell, seconded by Taylor Caffey, to approve the PTO Payout Policy as presented.

Motion Carried

- **Mental Health Plan**

This is the second year of the Mental Health Assistance Allocation Plan. The plan was reviewed.

Motion made by Taylor Caffey, seconded by Frank McCaulley, to approve the Mental Health Plan as presented.

Motion Carried

- **Contract Amendment for Online Education**

The TSMA Contract Amendment was reviewed.

Motion made by Stephanie Campbell, seconded by Phillip Walker, to approve the TSMA Contract Amendment as presented.

Motion Carried

- **FY21 Initial Budget**

The proposed budget for FY21 was reviewed. The estimated revenue worksheets for FY21 are not yet available so FY21 FTEs were used in the fourth calculation of FY20 for revenue projections. Step increases have not yet been considered. The other budgetary assumptions were reviewed with the board. Once the FY21 revenue worksheets are published, the first budget amendment will be brought back to the board for approval.

Motion made by Stephanie Campbell, seconded by Frank McCaulley, to approve the FY21 Budget as presented.

Motion Carried

➤ **Director's Report**

- **Reopening Guidelines**

The Board was presented the TSMA Opening Guidelines.

Motion made by Taylor Caffey, seconded by Stephanie Campbell, to approve the TSMA Opening Guidelines as presented.

Motion Carried

- **Other**

Mr. Taylor Caffey was presented a plaque recognizing his 13.5 years of leadership, guidance and service to the Board of Trustees and the Students of TSMA.

- **Adjournment**

There being no further business, the meeting was adjourned at 1:50 p.m.

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Andrew Snyder

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Andrew Snyder, Chair

ATTEST:

DocuSigned by:

Jean Eisenhardt

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Jean Eisenhardt, Secretary