



Board of Directors' Meeting Minutes
April 25, 2024

VOTING MEMBERS PRESENT

Dr. Chris Roppe
Mr. Kurt Davis, (Treasurer)
Mr. James Futch (Vice Chair)
Ms. Kerry McCarty
Mr. Sidney Wildes (Chair)
Mr. Lonnie Roberts
Dr. Janet Goodman

VOTING MEMBERS ABSENT

Mr. Roger Branch
Ms. Keri Orvin
Ms. Traci Martin
Mr. Derrin Wheeler
Ms. Kelly Shanklin

NON-VOTING MEMBERS PRESENT

Dr. Ryan Flowers
Ms. Sara Beth Swain (Virtual)
Ms. Jessica Boatright (Virtual)
Mr. Dell Keith (Virtual)
Mr. Gary Evans (Virtual)

NON-VOTING MEMBERS ABSENT

Mr. Kevin Ellis
Mr. Tyler Salter
Mr. Brian Hulett

SPCCA STAFF

Dr. Glenn Deibert (CEO)
Ms. Jamey Collins

Ms. Christy Simmons

GUESTS

Mr. Marty Mullis

CALL TO ORDER

The Southern Pines College and Career Academy (SPCCA) Board of Directors met Thursday, April 25, 2024, at 1:30 p.m. Mr. Sidney Wildes called the meeting to order and welcomed everyone. A quorum of voting members was present.

APPROVAL OF AGENDA

Upon a motion to approve by Dr. Chris Roppe, a second by Mr. Lonnie Roberts, the Board unanimously approved the agenda for the meeting.

APPROVAL OF MINUTES

Upon a motion to approve by Dr. Janet Goodman, a second by Ms. Kerry McCarty, minutes of the March 6th, 2024, SPCCA Board of Directors' meeting were unanimously approved.

CHAIRMAN'S WELCOME AND COMMENTS

BUDGET UPDATE (Handout Provided)

Mr. Kurt Davis, Secretary/Treasurer, provided the SPCCA budget update to the Board which covers the period of July 2023 through March 2024. Mr. Davis shared that the SPCCA budget is ahead of target. At 75% of the fiscal year, SPCCA has spent only 45% of its budget. The Board of Directors were pleased with this report.

JUNIOR ROTC UPDATE/DISCUSSION

Dr. Deibert visited the JROTC program at Southeastern Early College and Career Academy (SECCA) in Vidalia, Georgia. Talking points derived from the visit were as follows:

- Two types of JROTC formats:
 - Participant (leadership classes, drills, clothing and raiders)
 - Non-Participant (leadership classes only)
- Three one-block leadership classes result in a pathway completer
- JROTC students can take one block and then take a dual enrollment class within either of our two standard bus schedules (8:20am – 10:40am OR 12:00pm -2:20pm)

Recommendation: Dr. Deibert stated we could start a Non-Participant program fall 2025 and offer classes during both two-hour blocks and utilize the regular bus schedule.

Dr. Janet Goodman briefly explained to the Board of Directors her goals for the JROTC program and her hopes to be able to implement the program again with the help of SPPCA and its partners. Appling county, alone, does not have the numbers to sustain the program.

Dr. Chris Roppe stated that Jeff Davis has not had JROTC in nearly a decade or more and that they are very interested in starting back up if all the logistics come together.

School system members agreed to meet immediately following the regular Board meeting to discuss this topic in more detail.

CHIEF EXECUTIVE OFFICER/SPCCA STAFF REPORT

Construction Closeout Documents

Dr. Deibert stated that Dabbs Williams Contractors finalized all items on their punch list and Cogdell Mendrala Architects signed off on the SPCCA project completion documents. The final invoice was issued to Dr. Deibert for review and he submitted a signed copy to the Appling County School System (ACSS) for payment. Operation Manuals and Warranty documents were provided by the contractor (three sets) as well as all documents electronically on a flash drive. Those items were turned over to the ACSS Maintenance and Operations Director (Brent McBride).

The project was completed without any change orders and none of the contingency funds provided by the Appling County Board of Education were used during the project.

FY2025 SPCCA Budget Proposal (Action Item)

Our FY2024 Budget was established at \$256,000. Although a large carryover was projected for FY2024, it turning out to be substantially more than anticipated. Some of the reasons for the higher carryover expected this fiscal year were discussed in recent Board meetings and the major items include:

- Georgia Power estimated costs \$34,800, actual costs projected around
 - Contractor covered the first 2.5 months & monthly average below expected
 - Estimated cost for FY2025, including gas bill, should be approximately \$12,000
 - This is \$20,800 less than GA Power predictions
- The removal of start-up costs in FY2025 budget
 - For FY2024 we budgeted \$39,040 for start-up costs, we will only spend approx. \$7,000 which included supplies
 - Estimated costs in FY2025 budget (for supplies, etc) will only be approx. \$5,564
 - Approximate savings when adjusting FY2025 budget is \$34,000
- Internet & Phone costs when applying E-Rate for Internet
 - For FY2024 we budgeted \$6,000
 - E-Rate reduces cost approximately 90%
 - Approximate savings when adjusting FY2025 budget is \$5,000

These are the major items that are reducing our estimated operating budget down from 256,000 to approximately \$198,000 annually.

If you add the savings shown above for this year and all of the other smaller items together (and also include the \$30,000 provided by CPTC for 50% of the CEO salary), Dr. Deibert estimates the SPCCA will have a carryover (at year end – June 30) of somewhere between \$115,000 to \$120,000. As a sidebar, we never include the \$30,000 CEO Salary contribution by the College in the actual budget numbers until we receive those funds monthly from the College.

Dr. Chris Roppe stated that he likes the idea proposed by Dr. Goodman of having the reserves available for unforeseen expenditures we may not anticipate.

Upon a motion to approve by Dr. Chris Roppe, a second by Mr. James Futch, the Board unanimously approved the FY2025 SPCCA Budget as presented.

Fall 2024 Enrollment Projections (Handout Provided)

Ms. Collins provided the Board with preliminary enrollment numbers extracted from the online Google Spreadsheet maintained by the SPCCA. Each school system has staff who have access to the spreadsheet and enters their student enrollment projections (generally by name). Last fall the SPCCA enrolled 88 unduplicated students. Currently, the Fall 2024 enrollment projections include 134 students with 9 additional students on wait lists. Four programs did not have sufficient enrollment projections to be offered in the fall:

LPN Diploma
Timber Harvesting
Education Paraprofessional
Mechatronics

The Emergency Medical Responder program only has three students currently enrolled; however, there is a strong possibility there will be enough interest in the program for the enrollment numbers to increase.

SPPCA and CPTC staff are taking every opportunity to recruit and push our programs. Most recently, CPTC instructors attended Appling County High School's career fair to promote their programs and speak with students about dual enrollment opportunities.

Ms. Collins explained the enrollment projection numbers are being adjusted on a regular basis and will likely change prior to fall semester as master schedules are being created at the high schools. For example, just this week SPCCA learned that Heavy Equipment will make in the Fall and Plumbing will make in the Spring due to Appling County adding more students. SPCCA is hopeful school systems continue to utilize their slots and add to the programs over the next few weeks. Many programs are already at maximum capacity and have a waiting list of students who are hoping to be able to get in.

There was some discussion as a group as to why certain programs can't seem to get traction and draw students' attention. Ms. Kerry McCarty was particularly concerned about the LPN program as there is such a need in our communities.

Ms. Sarah Beth Swain welcomed any business and industry partners to come to Jeff Davis High School to speak with students about programs and potential job opportunities. She feels that students would respond well to industry and business guest speakers and they would have a better understanding of what programs entail, such as mechatronics, which students do not typically understand.

Business & Industry Board Member Appointments (Action Item)

The following Business and Industry SPCCA Board members have agreed to serve an additional three-year term:

James Futch	Keri Orvin
Derrin Wheeler	Tyler Salter
Kurt Davis	Kevin Ellis
Sidney Wildes	Gary Evans
Kerry McCarty	Dell Keith

Upon a motion to approve by Mr. James Futch, a second by Dr. Janet Goodman, the Business and Industry Board Members listed above were unanimously approved to serve an additional three-year term, effective July 1, 2024.

There are three Board Members who have either not attended on a regular basis or who declined due to no longer being able to attend regular meetings and therefore are deemed incapacitated, per the bylaws. Those Board Members include:

Roger Branch
Kelly Shanklin
Brian Hulett

Mr. James Futch asked the Board if they would be replacing Mrs. Kelly Shanklin with someone from Wayne County. Mr. Dell Keith stated that he would be happy to reach out to some contacts and secure an industry replacement for Mrs. Kelly Shanklin as to keep Wayne County represented on the Board of Directors.

Potential New Board Members who have been recommended to the Board include:

Sara Waters (Plant Hatch) (Appling County)
Marty Mullis (Satilla REA) (Bacon County)

Upon a motion to approve by Mr. Lonnie Roberts, a second by Mr. Kurt Davis, the two proposed new Business and Industry Board Members listed above were unanimously approved to serve a three-year term, effective July 1, 2024.

Jeff Davis First Club Tour of SPCCA (Jamey Collins)

SPCCA staff had the pleasure of hosting Jeff Davis High School's First Club for a tour. This is a new club for Jeff Davis High School and is designed for students who are either first-year high school graduates in their family or plan to be first-year college graduates in their family.

Mrs. Sarah Beth Swain talked about how meaningful this tour was to the First Club.

As always, no matter how big or small, SPCCA is happy to tour any group.

New Program Videos

Mr. Cason with CPTC completed two new program videos: Electric Vehicle Professional and Diesel Technology. These videos were shared with the school system contacts and also posted on SPCCA's website. Both of the videos were shown to the Board of Directors.

OPEN DISCUSSION

Next Board Meeting Date

Mr. Sidney Wildes thanked the Board of Directors for being open to changing the meeting date this month. Sometimes there are community events that we can't plan for in advance when our meetings are set up a year ahead of time so the Board's flexibility is appreciated.

Mr. Sidney Wildes stated that there are additional conflicts with next month's meeting, as well. He shared that since we are electing officers next month, we want to make sure we have a good representation at the meeting. He asked the Board of Directors to check their calendars and see if we can change the meeting date from June 5th to May 29th.

With only one conflict mentioned, the Board of Directors agreed to move the next meeting to May 29th.

CEO Position

Mr. Sidney Wildes shared that Dr. Deibert has asked us to start making plans to replace him this fall semester. Dr. Deibert has agreed to stay on and help get fall semester underway, but would like to transition out sometime around September 1.

Since the three school systems fund the position, Dr. Deibert will draft the job posting details and then run the job posting and specific details by each superintendent before bringing it back to the Board. He will also set up a timeline and share it with the Board as we move forward.

Part Time Secretary Position

Mr. Sidney Wildes explained that Ms. Christy Simmons is currently working 19 hours per week, 12 months out of the year. Dr. Deibert is requesting that we move Ms. Christy Simmons to a 10-month work schedule with approximately 24 hours per week which results in the same number of hours per year. This is being requested because the months of June and July there are no students on campus and her time would be better served when we have students onsite.

The Board of Directors agreed to adjust Ms. Christy Simmons' to a 10-month contract with the same overall pay and number of hours. They agreed no action vote was needed as this did not affect the budget.

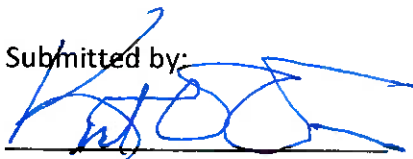
NEXT MEETING DATE

The next Board of Directors' meeting is scheduled for May 29th, 2024, at 1:30 p.m.

ADJOURNMENT

There being no further business, the meeting was adjourned at 2:40 p.m.

Submitted by:



Mr. Kurt Davis

Treasurer/Secretary