



## **Board of Directors' Meeting Minutes**

May 7, 2025

### **VOTING MEMBERS PRESENT**

Mr. Landon Chavis (virtual)  
Mr. Kurt Davis (Chair)  
Mr. Gary Evans  
Mr. James Futch  
Dr. Janet Goodman  
Ms. Traci Martin  
Ms. Kerry McCarty (Secretary/Treasurer)  
Ms. Keri Orvin (Vice Chair)  
Mr. Lonnie Roberts  
Dr. Chris Roppe  
Ms. Sara Waters (virtual)

### **VOTING MEMBERS ABSENT**

Mr. Derrin Wheeler  
Mr. Sidney Wildes

### **NON-VOTING MEMBERS PRESENT**

Ms. Jessica Boatright  
Mr. Matt Carter  
Dr. Ryan Flowers  
Mr. Scottie Graham  
Ms. Sarah Beth Swain

### **NON-VOTING MEMBERS ABSENT**

Mr. Kevin Ellis  
Mr. Dell Keith  
Mr. Marty Mullis  
Mr. Oakley Perry  
Mr. Perry White

### **SPCCA STAFF**

Ms. Jamey Collins (CEO)  
Ms. Amanda Towns (On-site Coordinator)

### **GUESTS**

### **CALL TO ORDER & WELCOME**

The Southern Pines College and Career Academy (SPCCA) Board of Directors met Wednesday, May 7, 2025, at 1:34 p.m. Mr. Kurt Davis called the meeting to order and welcomed everyone. A quorum of voting members was present.

### **INVOCATION**

The invocation was provided by Mr. James Futch.

### **APPROVAL OF AGENDA**

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

### **APPROVAL OF MINUTES**

*Upon a motion by Mr. Gary Evans and a second by Mr. James Futch, the minutes of the March 12, 2025, SPCAA Board of Directors' meeting were presented for approval.*

Before the vote, Mr. Lonnie Roberts suggested a revision to the Open Discussion section of the March minutes. He requested the section be amended to read as follows:

Ms. Amanda Towns shared with the Board that a tentative date has been set for all three partnering schools to present certificates to students who have successfully completed a Technical Certificate of Credit (TCC) program at Coastal Pines Technical College (CPTC) while attending SPCAA. SPCAA staff will participate in these ceremonies and look forward to recognizing students for their achievements. Students will also receive instructions on how to print their official TCC certificate from CPTC.

Mr. Roberts noted that he had already discussed the proposed revision with Ms. Jamey Collins and provided her with a copy of the suggested edits. He briefly explained that the change was intended to clarify the nature and source of the certificates being awarded.

*Upon a motion by Mr. Gary Evans and a second by Mr. Lonnie Roberts, the minutes of the March 12, 2025, meeting—reflecting the revised Open Discussion paragraph—were unanimously approved by the Board.*

### **BUDGET UPDATE (Handout)**

Ms. Kerry McCarty presented the Board budget update that covers the period of July 2024 through March 2025. Ms. McCarty stated that our budget is healthy and on track. We are at the 75% mark of the year and have only spent/encumbered 59% of the budget. Mr. Gary Evans inquired whether there were any anticipated increases in the budget that should be reviewed. In response, Ms. Jamey Collins and Mrs. Keri Orvin mentioned the potential for an increase in the electric bill, which may impact the upcoming budget planning.

### **CHIEF EXECUTIVE OFFICER/SPCCA STAFF REPORT**

#### **Election of Officers (Jamey Collins) (Action Item)**

Ms. Jamey Collins reminded the Board that it was time to elect officers for the upcoming fiscal year. She referenced the bylaws, stating:

*"Officers will serve for a one-year term and may succeed themselves for two additional one-year terms. Following a year not serving as an officer, a previously elected officer can be re-nominated to serve in an officer's role."*

Ms. Collins noted that the current officers are:

- Kurt Davis, Chair (served one year as Secretary/Treasurer and one year as Chair)
- Keri Orvin, Vice Chair (served one year)
- Kerry McCarty, Secretary/Treasurer (served one year)

Mr. Kurt Davis then opened the floor for nominations for the offices of Chair, Vice Chair, and Treasurer.

Mr. Lonnie Roberts inquired whether the current officers were willing to serve an additional term. All current officers confirmed their willingness to continue in their roles.

*Mr. Lonnie Roberts moved that the current slate of officers be re-elected to serve for the FY26 term. The motion was seconded by Dr. Chris Roppe. There being no discussion, the motion was put to a vote and passed unanimously.*

The Board of Directors for FY26 will consist of the following officers:

- Kurt Davis, Chair
- Keri Orvin, Vice Chair
- Kerry McCarty, Treasurer

The Board expressed its appreciation for the officers' continued leadership and service.

**Peach Education Tax Credit Update (Jamey Collins)**

Ms. Jamey Collins provided a brief update on the Peach Education Tax Credit. She reported that the informational breakfast held on April 22nd was well attended and featured a productive question-and-answer session. Following the event, Ms. Collins sent a PowerPoint presentation and flyer to attendees, summarizing the key points discussed.

SPCCA staff will continue to promote this opportunity throughout our communities to raise awareness and encourage participation. We appreciate our Board members for their help in promoting this option for our communities, as well.

**Annual Plan of Work (Jamey Collins) (Action Item)**

Ms. Jamey Collins proposed a slightly revised Annual Plan of Work for FY2026 based on insights gained from implementing the previous Annual Plans of Work. The proposed adjustments primarily involve shifting the months in which Board meetings are held in order to minimize scheduling conflicts that have historically made achieving a quorum challenging. Despite the scheduling changes, the revised plan continues to include seven meetings, consistent with the FY2025 Plan of Work.

*Upon a motion to approve by Ms. Tracy Martin, a second by Ms. Keri Orvin, the FY2026 Annual Plan of Work was unanimously approved.*

**Strategic Plan Update (Jamey Collins)**

Ms. Jamey Collins provided a brief overview of the Strategic Plan, which had been shared with Board members one week prior for their review. She presented an update on each goal, highlighting evidence of progress to date and outlining SPCCA's approach for continuing to address these goals moving forward. Ms. Collins noted that during the first meeting of FY2026 in August, the Board will revisit the Strategic Plan to make any necessary adjustments. She also noted that Ms. Sabrina Phelps from the Technical College System of Georgia (TCSG) will attend the August meeting to facilitate annual Board training and offer guidance during the Strategic Plan review process.

**SPCCA Graduates (FY2025) (Amanda Towns)**

Ms. Amanda Towns presented anticipated graduates for Fiscal Year 2025. The number of Coastal Pines Technical College Technical Certificate of Credit (TCC) graduates who attended SPCCA is anticipated to be around 190.

This increase reflects encouraging growth and serves as a testament to the hard work and commitment of our students.

**Fall 2025 Enrollment Projections (Amanda Towns)**

Ms. Amanda Towns 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.

Currently, the Fall 2025 enrollment projections include 160 students with zero students on wait lists. Two programs did not have sufficient enrollment projections to be offered in the fall:

Timber Harvesting  
Education Paraprofessional

Ms. Towns 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 finalized at the high schools.

Ms. Towns shared that, due to high interest in the Fall Emergency Medical Responder (EMR) class, CPTC has agreed to offer the course again in the Spring semester. Additionally, a significant number of students were initially placed on the waiting list for the Nurse Aide program. In response, CPTC agreed to add both a morning and afternoon Nurse Aide class, allowing SPCCA to accommodate all interested students. We appreciate our partner CPTC and their willingness to make changes, as needed, as our needs change.

**Recognition Ceremonies (Amanda Towns)**

Ms. Amanda Towns shared details about the upcoming ceremonies to recognize SPCCA students who will be earning a Technical Certificate of Credit (TCC) from Coastal Pines Technical College. She extended an invitation to the Board to attend the ceremony in their respective

counties. All of the ceremonies will be held at the respective high schools at the following date and times: Jeff-Davis: May 15 at 9:15, Bacon County: May 15 at 6:00, and Appling County: May 16 at 8:30. The certificate will be a mock certificate with instructions to print their official TCC from CPTC on the back. Ms. Towns emphasized the importance of recognizing these students in a meaningful way, celebrating their hard work and dedication.

#### **SPCCA Scholarship Update (Amanda Towns)**

Ms. Amanda Towns informed the Board that the SPCCA Scholarship Committee met and selected the recipient of the 2025 SPCCA Scholarship. With only one applicant, the decision was straightforward. The selected recipient, Zach Reece, is a well-deserving student who has demonstrated strong potential. Zach plans to continue his education at CPTC as a traditional student and intends to enroll in the Commercial Driver's License (CDL) program.

#### **SPCCA EMPLOYEE EVALUATIONS (Kurt Davis)**

Mr. Kurt Davis provided an overview of the recent SPCCA staff evaluations. As Board Chair, Mr. Davis completed the evaluation for Ms. Jamey Collins, while Ms. Collins, in her role as CEO, completed the evaluation for Ms. Amanda Towns.

Mr. Davis reported to the Board that both employees met or exceeded all expectations and have been performing their duties exceptionally well. He also shared several comments and outlined goals for each employee for the upcoming fiscal year.

*A motion was made by Ms. Keri Orvin and seconded by Mr. Lonnie Roberts for the Board to enter into Executive Session to discuss personnel. The motion carried unanimously, and the Board entered Executive Session.*

*Following the discussion, a motion was made by Mr. James Futch and seconded by Dr. Chris Roppe to exit Executive Session and resume the regular meeting. The motion carried unanimously, and the regular session reconvened.*

#### **OPEN DISCUSSION**

During open discussion, Mr. Kurt Davis called for a vote on a proposed pay increase for Ms. Amanda Towns.

*A motion to approve the pay increase was made by Dr. Janet Goodman and seconded by Ms. Traci Martin. The motion passed unanimously.*

Additionally, Mr. Davis informed the Board that a committee has been appointed to develop and present a formal pay scale for SPCCA employees, to be implemented beginning in Fiscal Year 2027. The committee will consist of the three superintendents: Dr. Janet Goodman (Chair), Dr. Chris Roppe, and Ms. Traci Martin, along with Mr. Kurt Davis. The committee's recommendations will be presented to the Board at the next scheduled meeting.

Lastly, Ms. Jamey Collins proposed sending a calendar invitation at the beginning of the year that includes all scheduled board meetings for the year. Board members expressed support for this idea.

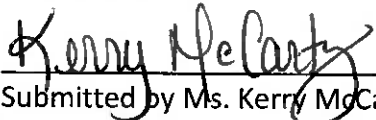
**NEXT MEETING DATE**

The next Board of Directors' meeting is scheduled for August 13th, 2025, at 1:30 p.m.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 2:28 p.m.

Submitted by:

A handwritten signature in black ink, appearing to read "Kerry McCarty", is written over a horizontal line.

Submitted by Ms. Kerry McCarty  
Treasurer/Secretary