

Pineywoods Community Academy Board of Directors Minutes of the Monday, July 28, 2025 Board Meeting

The Pineywoods Community Academy Board of Directors met in regular session Monday, July 28, 2025, at Pineywoods Community Academy. Mr. Joe Douglas called the meeting to order at 6:00 p.m., announced the presence of a quorum, and announced the meeting had been posted in the time and manner required.

Administrators present were Dr. Damon Adams, Superintendent of Schools, Shane McGown, Assistant Superintendent of Schools, Tammi Haden, Chief Financial Officer, Catharine Squyres, Director of Curriculum and Instruction, Amanda Minshew, Student Success Coordinator, Maggie Lee, Elementary Principal, Chris Draper, Middle School Principal, Candice Hardin, High School Principal, Jana Coulter, Director of Human Resources, Steve Rayburn, Chief of PCA Police, and Steve Horrocks, Director of Technology.

Members present were Mr. Joe Douglas, Mr. Justin Hatton, Ms. Louise LaVane, Dr. Neal Naranjo, and Ms. Deborah Brantley. Dr. Sarah Strinden was in remote attendance.

Dr. Melissa Stewart was absent from the meeting.

Prayer and pledges were led by Steve Rayburn, Chief of PCA Police.

Citizen Comments

Mr. Joe Douglas opened the floor for public participation. There was no public participation.

Approval of Minutes

Mr. Justin Hatton made a motion to approve the minutes of the regular board meeting held June 9, 2025 and the special board meeting held June 20, 2025. Dr. Neal Naranjo seconded the motion. The motion passed 6-0.

Superintendent's Report

Dr. Damon Adams, Superintendent of Schools, gave an update on current enrollment and introduced new administrative staff. Dr. Adams discussed the successful implementation of the Centegix CrisisAlert System. Shane McGown, Assistant Superintendent of Schools, updated the board on the renovation project at the Elementary/Middle School building.

Consent Items

Mr. Justin Hatton made a motion to approve the following consent items. Ms. Deborah Brantley seconded the motion. The motion passed 6-0.

- Amend ESC Region 7 E-agreement to include Board Support Services at a cost of \$6,500.00 bringing the new total to \$64,691.80
- Monthly Financial Reports
- Budget Amendment in the amount of \$115,000.00
- Review of the 2025-2026 Employee Handbook changes
- 2025-2026 T-TESS Teacher Appraisers
- 5 year contract with E-Rate Central at a cost of \$6,200.00 per year

- 2025-2026 Student Code of Conduct

Presentation/Discussion Items and Possible Action

Mr. Mike Allison, Red Tree Investments, presented investment data and information regarding the request for depository bids. The presentation was information only and the board will take action at a subsequent meeting.

Dr. Damon Adams, Superintendent of Schools, presented the Cell Phone Policy in accordance with House Bill 1481 and requested the board approve the policy as presented.

Ms. Louise LaVane made a motion to approve the Cell Phone Policy as presented. Dr. Sarah Strinden seconded the motion. The motion passed 6-0.

Dr. Damon Adams, Superintendent of Schools, presented the board policy stating Pineywoods Community Academy will opt out of allowing non-enrolled students to participate in UIL activities. Dr. Adams requested the board approve the policy as presented in accordance with Senate Bill 401.

Dr. Neil Naranjo made a motion to approve the board policy as presented in accordance with Senate Bill 401. Mr. Justin Hatton seconded the motion. The motion passed 6-0.

Dr. Neal Naranjo exited the meeting at 7:57 p.m. and returned to the meeting at 7:59 p.m.

Jana Coulter, Director of Human Resources, and Tammi Haden, Chief Financial Officer, presented the 2025-2026 Compensation Plan and addressed questions and concerns accordingly.

Dr. Neil Naranjo made a motion to approve the 2025-2026 Compensation Plan with a 4% increase as presented. Mr. Justin Hatton seconded the motion. The motion passed 6-0.

Jana Coulter, Director of Human Resources, requested the board approve to hire a general maintenance person to assist in keeping PCA's campuses well maintained.

Dr. Neal Naranjo made a motion to hire a general maintenance person as presented. Ms. Deborah Brantley seconded the motion. The motion passed 6-0.

Future Business

- July 29-30, 2025 – Staff Development Days
- July 31, 2025 – Staff Work Day for Teachers
- August 1, 2025 – Staff Holiday
- August 4, 2025 – First Day of School
- August 8, 2025 – Student and Staff Holiday
- August 13, 2025 – Budget Workshop, 12:00 p.m.
- August 15, 2025 – Student and Staff Holiday
- August 22, 2025 – Student and Staff Holiday
- August 28, 2025 – Regular Board Meeting

Mr. Joe Douglas adjourned the meeting for Executive Session at 8:15 p.m.

Mr. Joe Douglas announced the resumption of regular session at 8:40 p.m.

Mr. Justin Hatton made a motion to authorize Mr. Joe Douglas, Board President, to represent Pineywoods Community Academy in the acquisition of real property. Ms. Deborah Brantley seconded the motion. The motion passed 6-0.

Mr. Justin Hatton made a motion to adjourn the meeting. Ms. Louise LaVane seconded the motion. The motion passed 6-0.

The meeting adjourned at 8:41 p.m.

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Justin Hatton, Secretary		Date
Pineywoods Community Academy Board of Directors		

_____	/	_____
Joe Douglas, President		Date
Pineywoods Community Academy Board of Directors		