

**Minutes of Special Called Board Meeting
of the Panola Charter School**

Board of Directors

January 25, 2024

5:30 p.m.

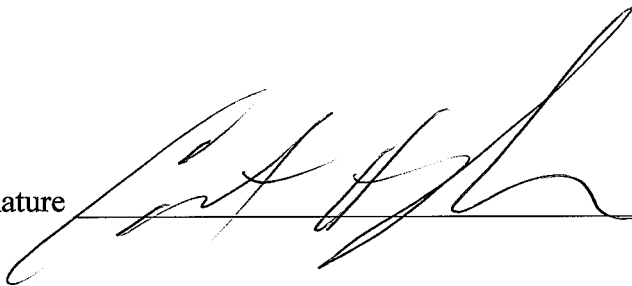
Panola Charter School

1110 FM 10

Carthage, TX 75633

- I. The meeting was called to order by President, Carlton Shamburger at 5:34 p.m. on Thursday, January 25, 2024. Those present were President, Carlton Shamburger, Vice-President, Todd Malone, Secretary, Martin Clark, and board members Janet Humber, Glenda Clabaugh, Polly Maines, Jim Holder. Others present were CEO – Bud Worley, Business Manager(s) Monnie Pennington, and Rhory Howell.
- II. Consent Agenda:
 - a. Audit was presented and received to the Board of Directors.
 - i. One finding reported by auditors: Request of Bids over \$50,000 should be posted in the newspaper based on TEC §44.031 Texas Government Code §2051.042. Response given to the finding from Panola Schools complied and agreed to these requirements and both the CEO and CFO will be involved in the process.
 - ii. Internal Controls recommendations
 1. Mr. Worley spoke about the segregation of duties. Suggested to choose one day a week to write checks and have one board member (on the signature card of the account) sign the checks, second to the CEO/Superintendent.
 - b. Mr. Jim Holder motioned to accept the Management and Board of Directors letter from the auditor. Mr. Todd Malone second the motion. Motion passed unanimously.
- III. Date and Time of the next meeting for the Board of Directors of Panola Charter Schools:
 - a. Regular Meeting: Monday, February 19, 2024, at 5:30 p.m.
- IV. Adjournment was at 5:52 p.m.

Signature



Date

2-19-24