



Governing Board

Meeting Notes for Board Meeting on 08/08/2019: 186 Hunter Street, Norcross, GA 30071

CALL TO ORDER at 7:05pm.

Board Attendees: Adam Caskey, Kelly Mandy, Jonathan Schwartz, Michael Walker, Zennie Lynch (remote), Mike Pink (remote)

Motion to amend agenda:

- Approval of CSP item. Michael motion, second Kelly. Motion passed.
- Ratify of aftercare company retention. Michael motion, Kelly second. Motion passed.
- Amend agenda to remove executive session. Michael motion, Kelly second. Motion passed.

I. Administrative Functions

- Approval of Agenda. Michael motion, second Kelly.
- Approval of Minutes from July 11, 2019. Michael motion, second Kelly.

II. Public Comment

- None

III. Academic Related Reports

- Head of School Report
 - i. 544 enrollment, 50 no-shows. 494 total count. Working on Lotterease results, removing those who need to come out so we can inquire about additional students enrolling. Attrition appears to be primarily Brookhaven area students. Pushing on Forum to step-up marketing efforts with K-5 social media push, goal is to get back to 520 students. Will schedule more open houses in next couple weeks.
 - ii. Gifted services will be managed through cluster groups strategy. Additional review of MAP testing results in Spring to see if additional students should be included. Kia and Ashley Wallace are creating cluster model contract to send home with students.
 - iii. Attendance intervention plan in process for students who are struggling with attendance. Attendance program in process (Be An Attendance H.E.R.O.)
 - iv. Cross-functional monitoring corrective actions upload will be completed by Friday.
 - v. SCSC upload will be completed before Monday, need approval for sexual abuse education plan. Opt-out form will be provided to parents.
 - vi. Request for a school credit card. Before the board approves we need to build a school policy around it, confirming if we can review a policy from another school to consider. Kelly will confirm.

- vii. Working to create school safety plan. No deadline for submittal but need to include scope of work from security grant as part of safety plan.
- viii. Consider additional fencing between gym and building.
- ix. Working on outfitting the media center/gaming area through CSP grant.
 - 1. \$64K+ remaining in CSP grant funds.
- x. Building upgrades still underway... Amazing effort by Christy to support!

- **Academic Committee Report**

- xi. Met on 8/8/19 before board meeting.
- xii. PBL: Wanting teachers, students, and community to be engaged in process, not stress in having everything complete on project night. Three project nights this academic year. PBL wall in every classroom. In house professional development taking place.
- xiii. Coding: Upper school students coding daily, lower school via specialty weeks. Thinking about coding newsletter for parents.
- xiv. Personalized Learning: Will touch on during curriculum night. More PD on this throughout the year for teachers.
- xv. Map tests in August, September we'll review results and report out to board. Likely have at least partial data by September board meeting.

IV. Finance Committee Report

- Finished last year significantly better than expected, approx. \$360K surplus.
- Metrics at year-end for days cash on hand were inflated slightly due to bond deal closing but we should be in the green for Finance.

V. Operations Committee Report

- No Operations committee meeting this month due to start of school, next meeting scheduled for August 19th at 7am.
- EIP (Danny) working to update tracking spreadsheet for new school year.

VI. Governance Committee Report

- Offsite training and planning session September 6th and 7th. Three hours on Friday (5pm-8pm) with full day on Saturday (9am-3pm).

VII. New Business

- Adoption of 2019-20 Commercial and Worker's Compensation Insurance Package
 - i. Michael motion to ratify binding of insurance policy, second Kelly. Motion passed.
- Nomination of New Board Member - Veronica Johnson
 - i. Michael motion to approve nomination of Veronica Johnson as new board member. Second Kelly. Motion passed.
- Motion to approve final expenses within CSP grant.
 - i. Michael motion to approve \$200 per teacher for seven teachers to attend Georgia Literacy and Whole Child Conference. Jonathan second. Motion passed.
- Motion to approve aftercare retention

- i. Michael motion to authorize Rite at School to temporary operate while awaiting offsite credentials. ratify decision subject to vendor gaining certification prior to October 10th. Second Kelly. Motion passed.

VIII. Executive Session as permitted by O.C.G.A. § 50-14-1 to discuss Personnel (deleted)

IX. Next Meeting Date: September 12, 2019

Michael motion to adjourn meeting. Kelly second. Motion passed.

ADJOURNMENT at 8:07pm.