

Governing Board Meeting Notes: 10/10/2019
186 Hunter Street, Norcross, Ga 30071

CALL TO ORDER: 7:04pm

Board Attendees: Adam Caskey, Mike Pink, Veronica Johnson, Jonathan Schwartz, Zennie Lynch (phone)

Motion: Jonathan Schwartz motion to amend the agenda: Move the Audit review to front of the agenda. Mike Pink Second. Motion passes.

I. Administrative Functions

- Jonathan Schwartz motion to amend the agenda: Move the Audit review to front of the agenda. Mike Pink Second. Motion passes.
- Approval of Agenda. Motion to approve: Jonathan Schwartz. Second: Mike Pink. Motion passes.
- Approval of Minutes from September 12, 2019. Motion to approve: Mike Pink. Second: Veronica Johnson. Motion passes.

II. Public Comment

- None

III. Academic Related Reports

- Head of School Report
 - 508 student enrollment against budget of 504.
 - Review of classroom assessment data.
 - Additional progress needed on academic monitoring, including an annual schedule of what happens each month, standardized set of leading metrics, new concepts around how to measure academic progress (e.g. classroom assessment data with F&P Level color coding). Once metrics are established we'll build into tracking spreadsheet for population monthly and over time. Administration to come back in two weeks with first draft (on or around Oct 24).
 - Reviewed draft of revised Promotion, Placement, and Retention Policy.
 - Two findings during on-site monitoring visit on October 8th, strong result!
 - Review of redesigned web site.
 - Boosterthon was success. Anticipating \$26K net proceeds.
- Academic Committee Report
 - No other comments on top of head of school report.

IV. Finance Committee Report

- Review of monthly reports.
- 65 days cash on hand vs. 30 days in loan covenant.
- Focused on providing administration with flexibility as it pertains to the budget.
- Revised allotment from State for funding comes in December, likely can calculate that number sooner (Lori to review).

V. Operations Committee Report

- No other comments on top of head of school report.

VI. Governance Committee Report

- No comments.

VII. Consultant's Report (Ed Innovation Partners)

- Review of school's organizational model, preliminary assessment and suggestions are in process and will be presented when complete, most likely in November board meeting.
- EIP will be on site weekly to run point on academic reporting moving forward.
- Key dates have been published and new date tracker has been sent to the Operations Committee for review, to be discussed during next committee meeting.

VIII. New Business

Motion: Jonathan Schwartz motion to revise agenda to review revisions to the Promotion and Retention Policy and revised Volunteer Policies and Procedures. Mike Pink Second. Motion passes.

- Approval of Draft 2018-19 Audit Prepared by Mauldin and Jenkins (*moved in sequence per motion*):
 - Guidance offered on how to budget for bond issuance, board takes under advisement for future instances, if/when applicable.
 - New account standard being introduced in coming years, will work with Lori to ensure they're addressed.

Motion: Jonathan Schwartz motion to accept audit: Mike Pink Second. Motion passes.

- Approval of "BIA Charter School" as official name for marketing purposes

Motion: Veronica Johnson motion to approve BIA Charter School as official name for marketing purposes. Jonathan Schwartz Second. Motion passes.

- Approval of Interim EIP Contract

Motion: Jonathan Schwartz motion to approve Interim EIP contract. Veronica Johnson Second. Motion passes.

- Approval of Promotion and Retention Policy and Volunteer Policy revisions.

Motion: Veronica Johnson motion to approve Promotion and Retention Policy revisions. Mike Pink Second. Motion passes.

Motion: Jonathan Schwartz motion to approve Volunteer Policy revisions. Veronica Johnson Second. Motion passes.

Motion: Jonathan Schwartz motion to amend the agenda to include Executive Session for the purposes of discussing personnel. Mike Pink Second. Motion passes.

Motion: Veronica Johnson motion to move into Executive Session for the purposes of discussing personnel. Jonathan Schwartz Second. Motion passes.

IX. Executive Session

Motion: Jonathan Schwartz motion to move out of Executive Session. Veronica Johnson second. Motion passes.

Motion: Jonathan Schwartz motion to approve personnel hires. Mike Pink Second. Motion passes.

Motion: Jonathan Schwartz motion to adjourn meeting. Veronica Johnson Second: Motion passes.

ADJOURNMENT: 9:07pm