

Governing Board Meeting Notes: 11/14/2019
186 Hunter Street, Norcross, Ga 30071

CALL TO ORDER: 7:05pm

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

I. Administrative Functions

- Approval of Agenda. Motion to approve: Jonathan Schwartz. Second: Kelly Mandy. Motion passes.
- Approval of Minutes from October 10, 2019. Motion to approve: Zennie Lynch. Second: Kelly Mandy. Motion passes.

II. Public Comment

- None

III. Academic Related Reports

- Head of School Report
 - Review of CCRPI data in each component. Significant improvement from 2018 in numerous categories. Lower school surpassed state in 3 of 4 categories, “Progress” is outlier. Science and Social Studies showed significant improvement (23 and 19.7 points respectively). Upper school surpassed state in all 4 categories, Science content score is key focus area for improvement. Detailed plan to address areas of focus presented by the administration.
 - Discussion around progress with Math. Need to continue pushing for safe environment to speak up when students have questions, turnover with students and lack of consistency year on year, and leaning into professional development with teachers. Feel that curriculum could be more rigorous, but teachers are supplementing as needed.
 - Upper school improvement has been dramatic compared to last year. Working to better understand attribution.
 - Review of newly created academic tracker for month, including specific metrics and potential adjustments we should consider moving forward.
 - Review of notes from monthly PR call, including plan for school tours for prospective students on 11/21 and in future months.
 - Review of new operations tracker supplied by EIP. Will be distributed to board with guidance for committee chairs to review and incorporate into future monthly committee meetings.
 - Review of attendance policy, including required drop-off and pick-up times and penalty structure for failing to adhere to times.
- Academic Committee Report
 - ExactPath and Freckle data was uploaded, focus on ensuring teachers know what to do with data.
 - iPads issues for K-1.
 - January 13th is target date for next round of MAP testing, likely takes two weeks for completion.
 - Discussion around preparing 8th graders for high school academics.
 - Future discussions will likely include school culture and focus “beyond the numbers”.

IV. Finance Committee Report

- Review of financial statements from the month.
- Remain in good cash position but enrollment fluctuations will cause variability on the revenue line so focusing on expenses to help manage ahead of next round of budget.
- Cash on hand at time of meeting was \$672K, keeping large portion in reserve for cash flow in the future.

V. Operations Committee Report

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

VI. Governance Committee Report

- Proposal for new board member during November board meeting.
- Aiming to be complete with board training following January session.

VII. Consultant's Report (Ed Innovation Partners)

- Team embracing the MTSS process and BIA is ahead of the curve.
- Focus on getting Julie and Christy back in the classroom as much as possible.
- Significant progress on academic and operations tracker.

VIII. New Business

Motion: Jonathan Schwartz motion to nominate Walter Bell as new Board Member to BIA. Mike Pink Second. Motion passes.

Motion: Zennie Lynch motion to push Attendance Policy review and approval until December board meeting. Kelly Mandy Second. Motion passes.

Motion: Zennie Lynch consent motion to approve Special Education handbook, Federal Program handbook, Free and Reduced Lunch Policy, and Dress Code Policy. Kelly Mandy Second. Motion passes.

Motion: Kelly Mandy motion to move into Executive Session for the purposes of discussing personnel and Real Estate. Mike Pink Second. Motion passes.

IX. Executive Session

Motion: Jonathan Schwartz motion to move out of Executive Session. Mike Pink second. Motion passes.

Motion: Zennie Lynch motion to approve Federal Program stipend subject to 10% requirement. adjourn meeting. Kelly Mandy Second: Motion passes.

Motion: Kelly Mandy motion to adjourn meeting. Jonathan Schwartz Second: Motion passes.

ADJOURNMENT: 9:10pm