



Governing Board

Meeting Minutes for 1/14/2021 | 7p.m.

Virtual Mtg Due to Covid-19 - Public Call-In Number: 605-475-4712; Passcode: 809791

CALL TO ORDER

Call to order at 7:03p.m. by Adam Caskey.

MEMBERS PRESENT: Adam Caskey, Fred Schroer, Veronica Johnson, Zennie Lynch, Kelly Mandy, Julie Tolbert, Via Jones, Katie French, Gregg Stevens, Jennifer Bradley, Walter Bell

I. Administrative Functions

- A. Motion to approve meeting minutes from December 2020.
 - 1. Veronica Johnson – 1st; Kelly Mandy – 2nd; Unanimous approval.
- B. Motion to approve meeting agenda for January 14, 2021
 - 1. Kelly Mandy – 1st; Veronica Johnson – 2nd; Unanimous approval.

II. Public Comment

- A. Susannah Post – 3rd grader has been virtual from the beginning. Wants to appeal to the Board and Admin to re-evaluate which children are in-person vs. virtual. He only gets coding once every three weeks. Wondering if there's a way to keep the 10-student limit by allowing children to rotate.

III. Academic Related Reports

- A. Head of School Report
 - 1. Attendance
 - a. 534 students enrolled. Over 500 on the wait list. 1 withdrawal in January 2021.
 - b. Attendance rate is about 92%
 - c. Faculty attendance rate is 98%
 - d. Lowest attendance is 87% in Kindergarten. It is difficult for students that young.
 - e. 3rd & 4th grade – 89%
 - f. Surveys sent to families to try to find out what the challenges are; low response rate. Teachers continue to try to reach out to families as best they can.
 - 2. MAP Test
 - a. Not a high stakes test; decided to go ahead and administer at Winter.
 - b. Most grade levels are at the norm level
 - a. There are some grade levels that are a little below the 50% benchmark that NWEA MAP says is the norm, or average

- b. Looking
 - c. There are a few students who have not taken it.
- 3. Assisting teachers with remote instruction
 - a. School participated in a demonstration of a wide-angle camera and microphone to aid teachers in instruction. The demo did not go well.
 - b. School is looking at making a visit to Marist and hope to mimic some of what the school is doing there.
- 4. Enrollment
 - a. Several multi-student families withdrew to return to their home schools.
 - b. One family moved too far away for it to be feasible to stay at BIA (multiple students)
- 5. Covid Planning
 - a. Virtual Learning Environment
 - a. Extending virtual learning environment
 - b. Review of most recent positivity trends
 - c. Faculty & staff
 - d. **Add details from packet regarding plan**
 - e.
 - b. Teacher / staff vaccination requirements. Received legal counsel (**Add notes from HOS report**)
 - c. Has sought guidance on promotion & retention policies. It is an LEA decision, per the State.
- 6. 2021 – 2022 School Year
 - a. 370 responses, only 2 not returning, to the Intent to Re-enroll form
 - b. Will have to have 4 1st grade classes next year. Looking at making some changes to space.
 - c. Lottery
 - a. Registration packets have been updated
 - b. Not all grades have slots available and is to be celebrated
 - c. Monday, January 18, is when the lottery opens.
 - d. Students currently on the waitlist cannot be given a spot, because that would be an unfair advantage
 - e. Mailers and yard signs are being developed by Forum.
 - f. Virtual tour demo is being put together by Forum.
 - d. Comprehensive Program for reading & math
 - a. Looking at a program called iReady. It is expensive.
 - b. Examining which programs can be discontinued if iReady is implemented. It has differentiated learning plans. AIMSweb is progress learning software. USATestPrep. Moby Max.
 - c. School is looking for teacher leaders to pilot the program. The hope is 1 teacher from K-2, 3rd – 5th, 6th-8th for both reading and math.
 - e. Operations
 - a. Need another EIP room and other classroom space is needed.
 - b. Portable classroom may be needed
 - c. Kitchen space is 20+ years old and could perhaps be remodeled into additional classroom space.

- d. SpEd Flow through Budget Signoff was late
- e. BIA is going through the accreditation process with Cognia.
 - 1) Virtual Accreditation Review is scheduled on May 9 – 12, 2021.
 - 2) Admin is participating in review process at other schools to gain insight and prepare.
 - 3) Cognia does not grade or assess a school on what they are or are not doing. They assess a school's ability to meet the requirements laid out by Cognia. Even if a particular area needs to be strengthened, they examine a school's plan / capability to strengthen those weak areas.
 - 4) Intrusion system monitoring is up and running
- f. Finance
 - a. New CARES funding
 - 1) Propose using funds to pay for HVAC overhaul
- g. Student Health
 - a. Need an RN
 - b. Job has been posted
 - c. 10a.m. – 2p.m. position
- 7. Q&A Period
 - a. Is there a breakdown of MAP data (e.g., in-person vs. virtual students)?
 - a. Would have to be done manually.
 - b. Will help in analyzing learning plan.
 - b. Space Planning: Adam and Fred will work together to examine space needs and research different scenarios.
- B. Academic Committee Report
 - 1. Only additional item: Janae has been working to help prepare students. She has been communicating with 8th grade families. Transition Plan Handbook has been sent to 8th graders. They are to let BIA know what HS they are attending so the school can customize their 9th grade schedules.

2.

IV. Finance Committee Report – Zennie Lynch

- A. We appear to have a net loss on the financial worksheet.
- B. We pay our interest payments on July 1 and again in January.
- C. The financial statements are capturing 4 months of activity, but the budget is actually spread out over 12 months. This is why that particular line item looks the way it does.
- D. The school is doing a great job of managing expenses where possible.
- E. PPP funds were officially “forgiven”. It will now show up as income.
- F. There has been a 2nd round of PPP authorized by the federal government. However, revenues have to be a certain percentage below prior years' revenues. That does not really fit BIAs criteria.
- G. Revenues have come in, as expected, in large part due to meeting the projected enrollment.
- H. Per Danny, it is unlikely that we will not qualify on this round.

V. Operations Committee Report – Walter Bell

- A. One additional item: New flooring being added in the hallway and the cafeteria. Tiles that are currently red will be BIA green.

VI. Governance Committee Report – Adam Caskey

- A. Board Training Dates
 - 1. Looking at weekend of February 19 & 20, 2021.
 - a. 5p.m. – 8p.m.
 - b. 9a.m. – 3p.m.
- B. Some input is needed from school administration regarding the direction of the school.
 - 1. This can be written
 - 2. They can be available virtually.
 - 3. Julie Tolbert, Katie French, and Ms. Bradley can all be available.

VII. Consultant’s Report (Ed Innovation Partners) – Gregg Stevens

- A. We will have a truncated, stressful time in the Spring due to changes at the Federal level.
- B. GA DOE put off making any decisions regarding promotion & retention
- C. EIP will be working closely with the school administration to make sure that all required steps are met on time.

VIII. New Business

- A. Consideration of Changes to In-Person Learning Protocols
 - 1. Gregg Stevens’ assessment is that Julie’s assessment is correct in remaining in a virtual mode for now.
 - 2. The Board should be very deliberate in its decision-making.
 - 3. Based on the positivity rate and cases per 100K, we should look at developing a plan for moving forward.
 - 4. Interim recommendations between Board meetings are suggested. We can convene a Board meeting to discuss, as needed.
 - 5. BIA needs to take a more regional approach to decision-making given our student demographics.
 - 6. Positivity rate may not be enough, by itself, to use as a metric.
 - 7. Another indicator to consider is the spread **within** the building; is the spread happening within the school facility.
 - 8. The cases that BIA has experienced has been among faculty & staff, but those team members travelled throughout the building, resulting in the need to shut the entire school down. We have had 3 cases among faculty/staff within the school.
- B. Renewal of EIP Agreement
 - 1. EIPs contract ended 12/31/2020.
 - 2. Motion to re-authorize the contract through 2021 with the same terms that we have had for the past two years. Greater degree of focus on helping us to get a 5-year renewal.
 - a. Zennie – 1st; Walter – 2nd. Unanimous approval.

IX. Executive Session

- A. No executive session**

- X. Next Regular Meeting Date: February 11, 2021 at 7:00p.m.**

- XI. ADJOURNMENT**
 - A. Motion to adjourn at 9:20p.m.
 - 1. Veronica Johnson – 1st; Walter Bell – 2nd. Unanimous approval.