



Meeting Agenda for 09/09/2021: 7:00pm
186 Hunter Street, Norcross, Ga 30071

CALL TO ORDER @ 7:57p.m.

Attendees: Adam Caskey, Walter Bell, Zennie Lynch, Veronica Johnson, Fred Schroer, Kelly Mandy, Viva Jones, Gregg Stevens

I. Administrative Functions

Motion to approve agenda.
ZL – 1st; FS – 2nd. Unanimous approval.

Motion to approve prior meeting minutes.
WB – 1st; ZL – 2nd. Unanimous approval.

II. Public Comment

No public comment.

III. Academic Related Reports

A. Head of School Report

Standard Indicators. Teacher and Staff Attendance - 98% attendance rate for August. Student Attendance - 98% attendance rate for August; a few frequent flyers that are absent and/or late - will keep on eye on them.

Enrollment and Student Population Update. 547 enrollment.
Demographics: African American - 42% | Hispanic - 24% | White - 18% | 2 or more races - 11% | Asian - 5%

GMAS. 2020-2021 GMAS Results Update - reviewed Academic Tracker and discussed strengths and weaknesses on Content Mastery on GMAS. Growth measures are not available from the GaDOE, because the GMAS was not given in FY20 and two years of data are necessary to show growth. The Committee reviewed FY22 GMAS projected proficiency report based on Fall 2021 MAP data.

Fall Diagnostic Testing. 2021-2022 Benchmarks:

- iReady flagged several students as rushing through the assessment. They were retested to get a more accurate measure of their ability.
 - 28 students retested in reading with 21 scoring higher than the initial diagnostic and 5 scoring lower, but were within the standard error band. 2 are incomplete;
 - 21 students retested math with 16 scoring higher than the initial diagnostic (some by 2 grade levels). 5 scored lower.
 - Beacon for Grades 3 - 5 is in progress.
 - Keenville for Grades 1 and 2 is in progress.
 - GKIDS is in progress.
 - Fountas & Pinnell is in progress.

Legislative Updates. BIA's Conflict of Interest Policy in its Employee Handbook has been updated to reflect changes in **SB 153** and disseminated to faculty and staff via September 7, 2021 newsletter from Head of School as follows:

- BIA's school governing board, school leaders, and/or employees may not be employed by or serve in executive level capacities on local boards of education or local school systems from the geographic region the school serves. This would render the charter school ineligible for charter renewal.
- BIA faculty and staff were informed of the change in Georgia Open Records Act brought about by **SB 32** via September 7, 2021 newsletter from Head of School as follows:
 - SB 32 amends the Georgia Open Records Act by clarifying that public employees' cell phone numbers are *exempt* from mandatory disclosure. The term "public employee" includes teachers in charter schools and officers, employees, or former employees of political subdivisions of the state of Georgia.
- BIA's EIP program has been redesigned to adhere to **SB 59** which states that State and local charter schools must provide an Early Intervention Program (EIP) that complies with all SBOE program requirements. *Charter schools cannot waive any EIP requirement.*
- BIA's Governance Board has been made aware of the provision in SB 59 for State and local charter schools to elect to participate in the state health insurance plan upon charter contract renewal.
- BIA's faculty and staff were informed, via September 7, 2021 Head of School newsletter, of **HB 287** requirements to incorporate vapor products into instruction on the impact of alcohol and drug use for all grades. Schools must incorporate human trafficking awareness for grades six through 12.

COVID-19 Report.

Confirmed cases to date

- Faculty/ staff: 1 teacher confirmed positive and 2 teachers currently under quarantine with COVID exposure. 5 faculty/staff members with children directly exposed to Covid-19 have had to quarantine.
- Children: 10 students have been confirmed positive. 6 students currently under quarantine with confirmed COVID. 11 students currently under quarantine with exposure to COVID.

Recommendations: Extend up to 7 days of additional sick days for faculty/staff with proof of needed COVID-19 related absences to take care of immediate family members who cannot be vaccinated due to age or pre-existing health conditions. Extend up to 7 days of additional sick days for vaccinated faculty/staff members who experience a breakthrough COVID-19 infection. Faculty/staff member will follow CDC and DPH quarantine guidelines before being allowed to return to work

School-based COVID-19 testing discussed. A survey of faculty/staff and parents/guardians to determine interest. Parents/guardians would have to opt in. Discussed whether to require it for faculty and staff.

School-based COVID-19 vaccination event(s) discussed. Parents/guardians of students 12 years old and older would need to opt in.

B. Academic Committee Report

Project-Based Learning. The first PBL Night will be 100% to limit the number of people who will be coming into the building. Student participation in PBL is expected. Teachers working hard to perfect this style of teaching and working to bring in experts in the field to speak to students. 3rd grade brought in a photo-journalist.

Coding. 100% student participation. K – 2nd grade runs coding instruction through the Innovation Station primarily using Tynker. 3rd – 5th and Upper School have class with Ms. Mangham and use both Tynker and Code HS. 3rd – 5th grade is also going to Mrs. Mangham to allow more time for Library Science for the Lower School. Mrs. Mangham’s schedule actually allowed for this; she has 6 45-minute blocks per day. Lower School is using Tynker. She is managing the schedule just fine; no need for additional resources.

Personalized Learning. The **GRE4T Initiative** is being offered through the GaDOE to personalize a program specifically BIA. Would like for all teachers, as a condition of employment, to obtain their personalized learning certification.

This program will help tailor a Personalized Learning program unique to BIA. It will result in a PL add-on certificate to teachers’ GA License. Teachers must use data to identify what they want to work on (e.g., reading, math and writing). Meetings and trainings are required and it is a 2-year process.

8 teachers are currently on the team. Katie French is spearheading this effort. There is an admin team and a team of practitioners. These teams should then pass on what they've learned to other teachers. Ultimately, the goal is for every teacher to have a PL add-on to their certification. BIA may look into mandating that every teacher must get the PL Endorsement given that this is a part of our charter.

Teachers are still working on F&P reading assessments. Lexile reading levels are also available through iReady.

MAP data is available for Upper School along with Milestones projections. iReady and USA TestPrep being used to help fill in gaps. iReady provides Lesson Plans and the exact standard you need to work on. It also groups similar students together and teachers can assign lessons to similar students.

Beacon is being piloted for 3rd – 5th. Runs on the Milestones platform. Helps familiarize with the students with Milestones format.

TeamBuild is being used in place of MAP for 1st & 2nd and is more of a game format.

Kindergarteners are using GKIDS which is an ongoing assessment throughout the year.

Social / Emotional Needs of Students. We are seeing more social/emotional issues this year including a lot of anxiety and depression among children. Some students simply aren't getting along with others as they are dealing with not having been together for so long. A social skills small group is being started. The counselor, Ms. Bogues, may need an additional counselor to help with the needs of the school population and we may need to consider having a psychiatrist available. Gregg Stevens will help investigate some additional resources.

IV. Operations

State Charter School Commission. An onsite monitoring visit scheduled for Sept 27, 2021 @ 11:30a.m. All required documentation was uploaded to SCSC ahead of time. Still need a number of committee meeting minutes to be uploaded to the website; Jennifer Bradley is working on getting this done. July 2021 and August 2021 Board meeting minutes are needed.

Miscellaneous

Boosterthon Kickoff will take place September 7, 2021. The funds will be used to purchase more interactive projectors. All went well with the furniture installation. Some of the old furniture was sold to DELTA Steam Academy for \$7,500.

V. Finance Committee Report

Interest payment made on July 1, 2021. BIA maintains a solid liquidity position. As of 8/25/201, the school had \$2.1 million in the bank which is over the goal of 120-days cash on hand (some of which is designated for repairs and maintenance).

Humana coverage. Humana gave BIA a rate reduction on its premium. The savings will be passed along to teachers and staff given that inflation is on the rise. The savings amount to about \$100/pay period per person.

A policy revision is to be made around bulk technology purchases. Our auditors recommended accounting for these purchases differently.

V. Operations Committee Report

Marketing. Would like to start participating in Norcross' Economic Downtown Development Authority meetings to ensure that BIA has a presence.

HVAC. Leak discovered from the HVAC system; previously thought that it was coming from the roof.

Awning. Following permit approval, work is to begin on construction.

Data Reporting. We are on schedule with all data reports and actually are a little bit ahead.

VI. Governance Committee Report

Renewal. We need to be able to articulate a 5-year strategic plan. We also have to plan for our Annual Training; looking to October 2021 to do this. All Board members are asked to send a list of topics to discuss to Adam in advance of the meeting.

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

VIII. New Business

A. Motion to table approve 5 year facility maintenance plan

Zennie Lynch – 1st; Walter Bell – 2nd. Unanimous approval.

B. Motion to approve Policy to allow Covid-related excused absences for faculty and staff with 1-year revision of employee leave for Covid matters.

Legal counsel to provide guidance on proper documentation. 7 additional days for Covid exposures or breakthrough cases.

Discussion around how we document and track breakthrough cases.

Walter Bell – 1st; Zennie Lynch – 2nd. Unanimous approval.

C. Motion to approve amendment to Conflict of Interest Policy

Zennie Lynch – 1st; Veronica Johnson – 2nd. Unanimous approval.

IX. Executive Session – For the purpose of discussing Personnel and Real Estate.

Motion to move into Executive Session @ 8:51p.m.

Veronica Johnson – 1st; Zennie Lynch – 2nd. Unanimous approval.

Motion to move out of Executive Session

Zennie Lynch – 1st; Walter Bell – 2nd. Unanimous approval.

Motion to approve the slate of new hires

- Kristen Knottek, Nurse
- Angela Chastain, Business Manager

Departures: Jennifer Edge, Nurse

Fred Schroer – 1st; Walter Bell – 2nd. Unanimous approval.

X. Next Regular Meeting Date: October 14, 2021.

ADJOURNMENT

Motion to adjourn.

Zennie Lynch – 1st; Walter Bell – 2nd. Unanimous approval.