



Governing Board

**Meeting Minutes for 10/14/2021 | 7p.m.
186 Hunter Street, Norcross, GA 30071**

CALL TO ORDER

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

MEMBERS PRESENT: Adam Caskey, Julie Tolbert, Walter Bell, Veronica Johnson, Zennie Lynch, Kelly Mandy, Viva Jones, Katie French, Jennifer Bradley, Gregg Stevens, Angela Chastain (Business Manager)

I. Administrative Functions

- A. Motion to approve meeting minutes from July 8, 2021 and September 9, 2021
 - 1. Walter Bell – 1st; Kelly Mandy – 2nd; Unanimous approval.
- B. Motion to approve meeting agenda for October 14, 2021
 - 1. Kelly Mandy – 1st; Veronica Johnson – 2nd; Unanimous approval.

II. Public Comment

- A. No public comment.

III. Academic Related Reports

- A. Head of School Report

Academic Tracker

Student Enrollment. 541 current enrollment. We are under-enrolled in several grades, but no students on the waitlist for those grades. Over-enrolled in a few grades.

Discipline. This month has seen the largest number of discipline issues. Lots of social / emotional challenges. Looking into getting another counselor to help Ms. Bogues. Estimate of ~\$50,000 to get another counselor who could provide support to both students and teachers.

Teacher Attendance. 29/54 = 54% of faculty/staff with multiple absences. 60 days of leave processed in September (excluding 23 Covid days). October looks to be on track to have similar numbers. Multiple meetings and discussions with teaching staff to reinforce the importance of their attendance and presence in the building. A few teachers were willing to take time off and did not have the time accrued. Discussion around potential solutions to address including a 3rd-party, independent survey to solicit feedback from team members to understand what the challenges are.

Academic Standards.

iReady Fall Diagnostic. Review of summary data for K – 5th grade results.

MAP Data Fall Diagnostic Review. Review of 6th – 8th NWEA MAP results.

Covid-19 Status. 20 students confirmed in the month of September. No “clusters” in any particular classroom or grade level. A lot of faculty / staff absences due to being caretakers of those who cannot be vaccinated and have been exposed or infected – impact on student achievement is worrisome.

Virtual PBL Night. October 5, 2021 with 700 sign-ons.

Social-emotional issues. Higher levels of disciplinary issues. Anger, inappropriate physical touching, suicidal ideation, inability to get along, lack of impulse control in the classroom setting, etc. Issues are being seen across all grade levels from Kindergarten and up.

Operations

Awning installation. Scheduled date is October 25.

State reporting. Completed on time. CPI – backlog of certification requests at the GaPSC – BIA has 4 teachers that need their clearance certificates issued before October 26. FTE – working on correctly coding all students in special programs and will be ready to submit.

Miscellaneous. Parent Council Fall Festival to take place on Saturday, October 23, 2021.

B. Academic Committee Report

GMAS Update. The state of GA will NOT post testing results online for schools as they normally do, because there won't be any comparative data.

SPED. BIA currently has ~30 identified SPED students, average 6% of our population. Normally, it's around 10%. They are going through the MTSS process to identify additional potential students.

EIP – We have 2 teachers for this. EIP screening has already taken place. Teachers are pushing in this year instead of pulling out, so that they don't miss any content.

IV. **Finance Committee Report – Zennie Lynch**

A. Monthly Reports

The school has a lot of operating expenses that are front-loaded, so it appears that we are behind approved budget by \$471K. Also, the interest on our bond is paid July 1. We are pre-paying 6 months of occupancy costs early in the year. Days of cash on-hand is

approximately 136 (which is prior to paying for HVAC and the awning); 120 days is the general target for non-profits. Current Cash available is \$2.1M.

Mauldin Audit. The audit is complete and clean with no edits or recommendations.

Facilities Grant. The school is expecting to receive a \$50K facilities grant which should cover the remaining awning costs.

V. **Operations Committee Report – Walter Bell**

Marketing. Niche continues to be used for marketing and engaging with stakeholders. Walter attended to the Downtown Norcross Development Authority and spoke about the school. They have a notice / flier advertising the fact that they continue to partner with our school. They did inquire about the name of the school.

Facilities. Walter plans to connect with Mr. Byrd on outstanding facility repairs.

VI. **Governance Committee Report –**

Annual Board Training. Plan to host 2 sessions. October 30, 2021 and another one in December. Charter renewal application is due by Jan. 1, 2022.

VII. **Consultant’s Report (Ed Innovation Partners)**

Charter renewal. Interview will be conducted in January. We are likely guaranteed a 3-year charter renewal. There are benchmarks needed to be met in order to achieve a 5-year renewal. We will discuss plotting our case for 5-year renewal request. The SCSC compared BIA’s Milestones scores with the schools that BIA pulls from and based on that data, we outperformed those comparison schools. A meeting will be held October 24, 2021 by the SCSC where they will determine their academic performance measures.

VIII. **New Business**

A. Approval of FY 21 Audit

Motion to approve.

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

B. Approval of additional awning expenditure (subject to Finance Committee Approval). An estimate for an awning was received to cover the double-doors outside of the STEM Lab. ~\$18K.

Walter Bell – 1st; Veronica Johnson – 2nd. Unanimous approval.

IX. **Executive Session for the Purpose of Discussing Personnel**

A. Motion to move into Executive Session

1. Kelly Mandy – 1st; Walter Bell – 2nd. Unanimous approval.

B. Motion to move out of Executive Session

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

X. **Next Regular Meeting: November 11, 2021**

XI. **ADJOURNMENT**

A. Motion to adjourn at 8:23p.m.

1. Zennie Lynch – 1st; Kelly Mandy – 2nd. Unanimous approval.