



**Governing Board**

**Meeting Agenda for 1/13/2022 | 7:00pm**  
**186 Hunter Street, Norcross, Ga 30071**

**CALL TO ORDER @ 7:06p.m.**

Attendees: Julie Tolbert, Viva Jones, David Bouie (Counselor), Angela Chastain (Business Manager), Zennie Lynch, Veronica Johnson, Fred Schroer, Kelly Mandy, Walter Bell, Jennifer Bradley, Danny Brewington, Erin Williamson

**I. Administrative Functions**

Motion to approve agenda  
Kelly Mandy – 1<sup>st</sup>; Walter Bell – 2<sup>nd</sup>. Unanimous approval.

Motion to approve prior meeting minutes  
Fred Schroer – 1<sup>st</sup>; Walter Bell – 2<sup>nd</sup>. Unanimous approval

**II. Public Comment**  
No public comment.

**III. Academic Related Reports**

A. Head of School Report

**Academic Tracker Review**

**Student Enrollment.** Currently at 508 with 14 withdrawals over the holidays. Reviewed high-level reasons for withdrawals.

**Student Attendance.** Notices have gone out to families indicating that students may be retained if they miss too many days or are late too often. DFCS has been consulted in the most severe cases, but even they are overwhelmed with cases and do not have the bandwidth to handle attendance issues.

**Teacher / Staff Attendance.** Seeing improvement.

### **Charter Renewal**

- ❖ Based on BIA's track record of performance on the Comprehensive Performance Framework, [the school has earned a standard 5-year charter renewal](#), with the option to waive participating in a renewal interview. SCSC staff will recommend the school be granted a 5-year charter contract at the February 23, 2022 SCSC meeting.

### **Benchmark Data – iReady / MAP**

- ❖ Areas of concern: Reading 5<sup>th</sup> – 7<sup>th</sup>; Math K – 7<sup>th</sup>
- ❖ Growth data looks strong and several grades actually surpassed their yearly goals. 6<sup>th</sup> grade growth was not strong.
- ❖ Reviewed GMAS Projections.
- ❖

7% - Special Education

10% - ESOL Services

### **MAP Data**

- ❖ Student Growth Summary
- ❖ GMAS Projection

### **COVID Update**

- ❖ Recommend going all virtual if school reaches 10% or higher infection rate
  - Discussion around clarifying the language. Whole school may not need to shut down, it may be grade-level. School will utilize discernment in making such decisions with a leaning towards having students in school if and when at all possible.
- ❖ Jan 10 - 4 staff out COVID confirmed; 3 staff out COVID exposed
- ❖ Jan 10 - 13 students out COVID confirmed - exposed outside of school and have not attended school since December 17
- ❖ Reviewed updated COVID-19 Protocol

### **SpEd**

- ❖ LEA Determination
  - Viva Jones has worked hard the last two years to work on our SpEd department.
  - We are under 1 year "Needs Assistance" and this is the 1<sup>st</sup> year that we are not in a monitoring status.

### **FY23 School Calendar**

- ❖ Reviewed proposed 2022 – 2023 calendar.

### **Homeschool Policy**

- ❖ When a family decides to home school, there are legal requirements involved for both parents and the school.
- ❖ Presentation of a proposed homeschool policy which includes a required Welfare Check that the counselor(s) would need to conduct. Our Student Information Services team member is keeping track of the students who have withdrawn to be homeschooled.
- ❖ Parents have to file with the GA DOE in order to homeschool.
- ❖ BIA Admin has the ability to check and see if the student enrolled in another school and, if so, we are no longer required to track.

### **Marketing**

- ❖ Phone conference with Forum and EIP - discussed targeting DeKalb and getting the word out on social media about upcoming lottery
- ❖ Intent to Continue Enrollment
  - 322/326 respondents intend to continue enrollment
  - Parents/Guardians have until January 19 to respond.

### **Operations**

- ❖ HVAC budget has been approved by the State - Fred will get final bid from Southern Mechanical Angela providing a timeline of when funds have to be drawn down (9/30/22 - all work needs to be completed and inspected, ideally, by Jun 30, 2022 but mid-August 2022 at the absolute latest)
- ❖ Civil Rights Data Collection - Katie working on it
- ❖ SpEd reporting - Viva working on it
- ❖ CLIP Progress Monitoring - due by Jan 31
- ❖ Miscellaneous minor repairs needed for windows, stairs ceiling - approximately \$1,400

### **Miscellaneous**

- ❖ Erin from Forum has some ideas of options for a new “B” word in BIA.

## **B. Academic Committee Report**

**Upper School Programming.** Discussion of the need to add additional programs / opportunities for our middle school students. Additional physical space would be needed to support an initiative like this.

## **IV. Finance Committee Report**

Revenues & expenditures are where we would expect them to be at this point in the school year. The Net Income with Financing and Capital Items show as negatives at the moment, but will be expected to turn positive as the months pass. There are several expenses that are incurred early in the school year.

We have 150+ days of Cash on Hand. This may adjust as we go on now that HVAC repairs have been repaired.

Planned Maintenance for the HVAC which is separate from the overhaul of the system.

**V. Operations Committee Report**

Most items were already covered in the Head of School report.

School needs to perform standard Fire Drills.

There was an issue with some ice on the ground around the school, so we will need a plan to address, when needed.

**VI. Governance Committee Report**

A few additional training hours are required for the Board. Need to get scheduled.

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

Forum Consulting report – Erin Williamson. Lottery promotion plan to reviewed by Head of School soon. Discussion of rebranding of BIA and next steps.

Discussion of current EIP projects including a transition plan for a new Head of School.

- Developing a staff survey, as requested by the Board, to help the Board as we begin interviewing candidates for the next leader.
- Candidate tracker with a rubric developed. There will be a link to all of the candidates.
- There are several candidates recommended for Board review.
- First round of virtual interviews can begin within the next week with second round of in-person interviews to take place next.
- Plan to launch a campaign within the next two months around potential name change and new Head of School.

**VIII. New Business**

**Motion to approve Home School Policy**

Walter Bell – 1<sup>st</sup>; Veronica Johnson – 2<sup>nd</sup>. Unanimous approval.

**Motion to amend the agenda to add approval of the proposed 2022 – 2023 calendar**

Kelly Mandy – 1<sup>st</sup>; Walter Bell – 2<sup>nd</sup>. Unanimous approval.

**Motion to approve the BIA 2022 – 2023 school calendar**

Kelly Mandy – 1<sup>st</sup>; Veronica Johnson – 2<sup>nd</sup>. Unanimous approval.

**ADJOURNMENT**

**Motion to adjourn @ 8:37p.m.**

KM – 1<sup>st</sup>; WB – 2<sup>nd</sup>. Unanimous approval.

**X. Next Regular Meeting Date: February 10, 2022.**