



Governing Board

**Meeting Minutes for 4/14/2022 | 7p.m.
186 Hunter Street, Norcross, GA 30071**

CALL TO ORDER

Call to order at 7:04 p.m. by Adam Caskey.

MEMBERS PRESENT: Katie French, Viva Jones, Adam Caskey, Walter Bell, Veronica Johnson, Zennie Lynch, Danny Brewington, Jennifer Bradley, Neal Christian

I. Administrative Functions

Motion to approve meeting minutes from March 15, 2022
Walter Bell – 1st; Zennie Lynch – 2nd; Unanimous approval

Motion to approve meeting agenda for April 14, 2022
Zennie Lynch – 1st; Zennie Lynch – 2nd; Unanimous approval

II. Public Comment

None.

III. Academic Related Reports

Student Enrollment. 493 students currently enrolled. 13 students withdrew with most of these being siblings. Discussed reasons for each family’s departure.

8th Grade Individual Graduation Plans. 50% of 8th graders have completed an IGP.

Faculty Attendance. 97% faculty attendance.

GMAS Preparation. Reviewed Georgia Milestones testing schedule to begin next Monday, April 18, 2022.

Teachers and admin do not like to put a lot of pressure or stress on the students regarding Milestones. Teachers have been practicing constructed response questions. Students are already accustomed to taking online tests for multiple days with tools like NWEA MAP and iReady. Only 8th grade is tested on Social Studies.

Staff Recognition. Public recognition of Jennifer Bradley for assisting with GMAS preparation, gifted testing and PSAT administration.

Gifted Testing. 24 students have been tested. The last remaining piece is on motivation testing.

BIA Student Highlight. One of our 7th grade students placed, Urijah Hunt, placed 1st in the Metro RESA Young GA Author's writing contest! His essay will be submitted to the state competition. The competition was open to all 7th grade students in the Metro RESA district, serving 12 school districts across 10 counties.

Operations. Reviewed the SCSC Corrective Action Plan. Board approval requested for updated policy.

Health Policy Update. Students with ringworm may not return to school until it has been treated for 48 hours. Students with conjunctivitis may not return to school until it has been treated for 24 hours. Recommend Board approval for updates to be included in FY23 Parent/Student Handbook.

IV. Finance Committee Report – Zennie Lynch

Approvals of journal entries for January and February data were reviewed and approved. All P/L balance sheets and income statements were reviewed. \$257K year-to-date (in the positive). Revisions to the QBE were reviewed.

Expecting incremental revenues from the State, some of which will go towards the \$2000 stipends that were recommended and will soon be approved. There are some staff in the school who do not qualify based on missing certain certifications, but the Finance Committee decided, based on inflation and the economy, to approve the stipend for those team members.

Revisions to the adopted budget for this fiscal year are in process.

V. Operations Committee Report – Walter Bell

Reviewed student enrollment. The Waitlist is up to 200 with all seats being filled.

Mrs. Tolbert has been working with Forum on marketing needs.

Facilities. Repairs have been made in the mechanical room, with concrete filling the gap created by water leaks. Landscaper has completed the Land Survey that was required.

Data Reporting. All reports were completed on time.

501c3 Status is in good standing.

VI. Governance Committee Report – Adam Caskey

One additional training session is required for the Board Members to be completed by June 30, 2022.

VII. Consultant's Report (Ed Innovation Partners)

Lynn continues to work with Mrs. Tolbert on the Corrective Action Plan and the Operations Committee.

Continued support on various discipline issues.

Working with Neal Christian on a regular basis for planning, transitioning and staffing.

Planning to have a Meet and Greet with Neal Christian soon; hoping to coordinate with Parent Council to execute on a Saturday prior to the end of the school year. Would be open to the community-at-large and provide a chance to conduct prospective parent tours.

VIII. New Business

Motion to approve an amendment to the agenda to add New Business Item #3 pertaining to Health Policy update.

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

Approval of 2022 – 2023 Personnel Budget Allotment

Motion to allow the Head of School to allocate 68% of its annual 2022-2023 budget to personnel expenses.

Zennie Lynch – 1st; Adam Caskey – 2nd. Unanimous approval.

Approval of Corrective Action Plan

Motion to approve the Corrective Action Plan as presented.

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

Motion to approve updates to the Parent-Student Handbook regarding the Student Health Policy.

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

Motion to approve the agenda to add an Executive Session for the purpose of discussing personnel.

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

IX. Executive Session for the Purpose of Real Estate Discussing Personnel

Motion to move into Executive Session

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

Motion to move out of Executive Session

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

X. Next Regular Meeting: April 14, 2022

XI. ADJOURNMENT

Motion to adjourn at 7:46p.m.

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