



**Governing Board**

**Meeting Minutes for 6/9/2022 | 7p.m.  
186 Hunter Street, Norcross, GA 30071**

**CALL TO ORDER**

Call to order at 7:04 p.m. by Zennie Lynch.

**MEMBERS PRESENT:** Neal Christian, Katie French, Kelly Mandy, Walter Bell, Veronica Johnson, Zennie Lynch, Angela Chastain

**I. Administrative Functions**

**Motion to approve the Agenda for 6/9/2022.**

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

**Motion to approve meeting minutes from May 12, 2022 with the modification of adding Kelly Mandy as an attendee and the Specially Called Board Meeting on May 26, 2022.**

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

**II. Public Comment**

None.

**III. Academic Related Reports**

**Review of Academic Tracker.** Reviewed student and teacher attendance, ending year student enrollment and withdrawals. We had 99% student participation in GA Milestones. One family of three students did not participate and that makes up the total students who did not take Milestones.

Discussed areas to celebrate as well as opportunities for growth in the future.

**Lottery Update.** Reviewed new student enrollment and waitlist data.

**Georgia Milestones Comparative Data Review.** Katie French is working with the State to get our percentage of Beyond the Core corrected. It should be 100%.

**No Summative Ratings:** There will still be 0-100 scores for the indicators and components we are able to calculate (e.g., Content Mastery), but there will be no overall 0-100 scores, including letter grades, for the state, districts, or schools.

**Content Mastery:** There will be no change in the calculation for Content Mastery. Participation rates will be reported and used to adjust achievement rates if participation is <95%, as required by ED.

**Progress:** ELA and Math progress (SGPs) will not be reported; we will use 2022 testing data to establish a new post-pandemic baseline. Progress toward English language proficiency will continue to be reported.

**Closing Gaps:** Closing Gaps will not be calculated for 2022. We will use 2022 testing data to establish a new baseline for future years.

**Readiness:** We will not report Student Attendance, knowing it was impacted by illness and quarantines. We will not report College and Career Readiness due to incomplete data. There will be no changes to the Literacy, Beyond the Core, Accelerated Enrollment, or Pathway Completion indicators.

**Graduation Rate:** There will be no changes to the four- and five-year adjusted cohort graduation rate calculations.

**School Identification:** ED is requiring states to identify new schools for state support (CSI, TSI, CSI-Promise) in 2022. In the absence of an overall CCRPI score, a staged approach utilizing component scores will be implemented to identify CSI schools. The TSI and ATSI criteria will remain unchanged, but will utilize the indicators and components available.

### **CCRPI Information**

For K-5:

- 92.3% of students were absent less than 10% of enrolled days
- # of economically disadvantaged students up from 38 in FY21 to 59 in FY22
- # of students with disabilities down from 56 in FY21 to 51 in FY22
- 99.7% of students earned a passing score in Beyond the Core

For 6-8:

- 81% of students were absent less than 10% of enrolled days
- # of economically disadvantaged students down from 20 in FY21 to 14 in FY22
- # of students with disabilities down from 13 in FY21 to 11 in FY23
- 100% of students earned a passing score in Beyond the Core
- Content Mastery data is not yet available

### **Transition Efforts**

Julie Tolbert passed on a Summer To-Do List to Neal Christian.

Neal has full access to the Administration Drive with all documents/information. Katie French has assigned Neal Christian rights in the GaDOE portal.

Julie Tolbert working on Neal's access to SCSC Fluid Review Portal. Also provided Neal with spreadsheet of accounts that need to be transferred to his username and login.

Julie Tolbert, Katie French and Veronica Johnson are available to assist in any capacity.

There are currently no plans for any summer tutoring / enrichment.

**Academic Committee Meeting.**

Discussion around Student Handbook. Discipline, retention policy, policy must be developed to address the recent bill signed into law by Governor Kemp.

Plans for summer enrichment.

Testing – iReady vs NWEA MAP. Rationale for using both. iReady can be accessed outside of the diagnostic assessment setting. Assignments can be assigned to the entire class as well as specific students.

Question raised regarding whether iReady can be used for gifted testing.

NWEA MAP – predictor for GMAS. Neal to review whether it was a good predictor. Working with Ms. Bradley. iReady does not provide a predictor.

**IV. Finance Committee Report**

Meeting date: June 3, 2022.

Reviewed cash flow – school remains solid. Days Cash on Hand was in excess of 170 days, which is higher than normal, primarily due to a timing event during the month of April; we received QBE supplemental funding that was to go out to teachers. These funds were paid out in May. This elevated our Days Cash on Hand, slightly. As we begin to spend for the HVAC project, we expect that those days will come down slightly due to this.

Reviewed financial statements as of April 30. Positive net income. \$630K net income will decrease slightly, again due to the QBE funding.

We do not record depreciation on buildings until the end of the year.

Discussed salary scale. There was a state adjustment to the salary scale; this will add \$2K. Neal and Angela and other interested parties will need to make some decisions around what adjustments we should make at BIA, if any, and then bring recommendations before the Finance Committee and the Board. The salary scale at BIA was 7% above the state scale, adjusts down to about 4 – 5% above based on the State having just recently changed its scale.

BIA has decided to take on more of the burden of healthcare costs as a benefit for staff for the upcoming school year.

**V. Operations Committee Report**

Meeting was held on 6/7/2022.

There are several tools that Neal Christian needs to work with Julie on to get renewed (i.e., GoGuardian, other software tools).

Reviewed the school’s handbook.

Reviewed the school’s Org Chart.

Several positions have been filled with a few more remaining.

Neal Christian will review the Afterschool program. Looking at bringing some athletics to the school.

Facilities. BIA needs a plan in place in case of an intruder. Discussed safety plan. Some bathroom issues need to be addressed. Several window sills still need be repaired. Lockers need to be replaced or repaired.

June data reporting has been completed.

Imperative to keep HVAC work moving forward: One, no one is in the building at the moment and secondarily, these expenditures need to be made by September in order to not impact the general budget.

**VI. Governance Committee Report**

Training conducted with EIP last week; about 3 hours. Worked on strategic planning for the upcoming school year. This completes the required annual training for the Board. Need to look at building out committees a bit more going forward.

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

No consultant present.

**VIII. New Business**

**2<sup>nd</sup> Public Hearing and Approval of FY22 Amended Budget**

Reviewed total revenues. Increase of \$340,000 from the adopted budget to the amended budget. There was an increase in State Charter School Revenue, per the QBE funding. Additionally, BIA received grant some grant money. Local funds from Boosterthon will be a little more than \$90K.

A few positions went unfilled in the year and different staff members were onboarded at different times. Some positions were backfilled at different salaries. Salaries are budgeted about \$100K less than the prior year. Unfilled positions impact payroll taxes, benefits and the money that goes into the Teacher Retirement system.

Property services has gone up due to inflation, increased cleaning, repairs and maintenance all drive up costs.

Total supply costs are right about where originally budgeted.

Net Income: \$500K swing due to increase revenues and decreased salary / benefits.

**Motion to open up for public comment.**

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

**Motion to close public comment.**

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

**Motion to approve the Amended Budget for FY22**

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

## **2<sup>nd</sup> Public Hearing and Approval of FY23 Budget**

The budget for the upcoming year uses the Amended Budget for FY22 as a baseline.

Salaries / benefits are being budgeted assuming that we have a full staff and that we are absorbing the incremental health insurance premium for teachers and staff. \$256K increase in salaries / benefits.

Professional / technical services are in line with where we are ending the FY22 budget as well as property services. We will provide funds for travel for staff for things like professional development / training.

\$500K budgeted for supplies.

\$266K increase in expenses for the FY23 year.

BIA will need to make progress in fundraising to account for increased expenses. Some grant funding will go away after this year, mostly pandemic-related.

Slightly fewer building maintenance expenditures expected.

### **Motion to open up for public comment**

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

### **Motion to close public comment**

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

### **Motion to approve the FY23 Budget**

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

## **IX. Executive Session for the Purpose of discussing Personnel and Real Estate**

### **Motion to move into Executive Session for the purpose of discussing Personnel and Real Estate**

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

### **Motion to move out of Executive Session.**

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

### **Motion to approve slate of new hires and acknowledge resignations.**

1. Sharye Gilbert - 1st grade teacher
2. Jennie Hutchins - K-2 Coding/Media Center
3. Eddie Lovett - AHOS Grades 5 - 8

Personnel name changes discussed.

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

## **X. Next Meeting Date: July 14, 2022**

## **XI. ADJOURNMENT**

Motion to adjourn at 8:37p.m.  
Veronica Johnson – 1<sup>st</sup>; Kelly Mandy – 2<sup>nd</sup>. Unanimous approval.