

2023-07-20 BIA Board Notes

Meeting called to order 7:15pm

Adam Caskey provided a recap from BIA Academic Meeting.

- GMAS Scores showed improvement, compared to previous BIA data
- Scores are embargoed until July 29, then compare to state data
- Academic tracker has been refined and is working

Adam Caskey provided Head of School report.

- Teacher bonus pool
 - Sources of income
 - CDs (\$50K)
 - Charter One rental fees (\$30K)
 - Boosterthon and future fund raisers (\$30K)
 - 5K
 - Build off the Arby's Foundation
 - Rough draft of a course (start and end at BIA, through downtown Norcross)
 - Volunteer Committee in partnership with Parent Council
 - Need 5K certification
 - Create a stable event for the school
 - Proposed PK, preschool programs, and afterschool programs (based on Scintilla and Hephzibah)
 - Public (lottery) and private options
 - Preschool support teachers with young children
 - Afterschool support teachers with school aged children
 - Space concerns - 8 classrooms rented for the church
 - Next year programming
 - Need to:
 - Figure out facility cost
 - Decide on a business model
- Operations Report
 - BIA Summer Program
 - Scintilla not in favor - not a revenue maker

Finance

Zennie Lynch provided Finance Committee Report

- Financial statements are expected - positive operating income for the year.
- May end up with a net loss for a year
 - Due improvements and
 - Amorzations
- Still in a good liquidity position
- Did not have a quorum, so could not approve the bank statement and entires, but reviewed.

2023-07-20 BIA Board Notes

- Discussed the audit - no issues expected
- Conversation on approving the budget going forward
 - Do an amendment after the federal funds have been posted
 - Change for the 2023-2024 funds
- ESSER Funds
- Petty Cash Account
 - Shore up process
- Bonus Pool
 - Utilize bidding process to maximize income
 - Open accounts under the FDIC limits, so cash is not at risk
 - Letter has been developed, review in the next committee meeting

Operations

Walter Bell reported from Operations Committee

- Improvements with funds spent before 9/20
- Painting
 - In process
- Carpet
 - Delays
 - Carpet arrived today
 - Prep work today
 - Work through the weekend - target completion next week
 - Reasons
 - Noise
 - Cleanliness
- HVAC
 - 6 projects approved, 4 complete
 - Completed
 - Cooling tower, 7/16
 - Pumps, 7/13
 - Heat pumps, 7/7
 - Outstanding
 - Boiler
 - ?
- Classroom Renovations
 - 2nd grade classroom - renovated
 - Island and hood removed
 - Area sealed - barrier to bugs
 - Gas outlet sealed
- Enrollment
 - No shows
 - Starting a few days earlier, may support fewer no shows
- Pre K Options
- Staff

2023-07-20 BIA Board Notes

- 2 open positions
 - Spanish
 - If not secured, same model as last year
 - No HS credit with current model
- Welcome letter to families 1 week prior
- Computers
 - Upgrade computers for 1/3 staff
 - Upgrades based on seniority
 - Moving away from MACs
- Boosterthon 2022 \$
 - 2 projectors for LS
- K Camp
- Theme - Under Construction: Building a Better BIA
- Police - use staff in lieu of patrols at carpool
- Data Reports
 - Clear Sign Off
- Next meeting 8/8

Governance

- Training certifications to be completed between now and 8/18
- No changes to the format
- Will look into reducing hours and increased flexibility in the future

Consultants Report

- Allison will be in the building next week
 - Meeting with Norwood
 - Para roles
 - MTSS
 - Review of academic tracker
- Danny
 - Academic Tracker
 - Parent/Student handbook revisions
 - Site Monitoring
 - New rules 7/1 - review, update, and provide evidence
 - Afterschool enrichment partnerships

Old Business

None

New Business

- Annual Meeting - last year Veronica and Walter were elected to 2 year terms as vice president and secretary, respectively. Zennie and Adam's positions are expiring, need to renominate for another 2 year term - Adam, chair, Zennie, fiance. Kelly Mandy presented, Walter Bell, seconded, all confirmed.

2023-07-20 BIA Board Notes

- Meeting schedule has been set
- Health Care and Branding
 - Tabled until Neal is in attendance
 - Kelly Mandy presented, Zennie Lynch seconded, approved
- Policy Changes
 - Compliant language updated in handbooks
 - Conflict of interest form - signed on an annual basis
 - Correction - p2 - refers to the International Academy of Smyrna
 - Can be adopted as a slate
 - Adam Caskey asked for a motion to approve handbook updates, Zennie Lynch presented, Kelly Mandy seconded, approved

Motion to move to Executive Session for personnel and real estate

Kelly Mandy presented approval of slate, Zennie Lynch, seconded, approved.

Kelly Mandy motion to adjourn, Zennie Lynch seconded, approved, 8:25pm