



**Governing Board**

**Meeting Minutes for 01/11/2023 | 7p.m.  
186 Hunter Street, Norcross, GA 30071**

**CALL TO ORDER**

Call to order at 7:11 p.m. by Adam Caskey.

**MEMBERS PRESENT:** Neal Christian, Adam Caskey, Walter Bell, Veronica Johnson, Zennie Lynch, Kelly Mandy, Danny Brewington

**I. Administrative Functions**

- A. Motion to approve agenda  
Kelly Mandy – 1<sup>st</sup>; Zennie Lynch – 2<sup>nd</sup>. Unanimous Approval.
- B. Motion to approve meeting minutes from December 8, 2022  
Kelly Mandy – 1<sup>st</sup>; Walter Bell – 2<sup>nd</sup>. Unanimous approval.

**II. Public Comment**  
None.

**III. Academic Related Reports**

**Head of School Report**

**Enrollment.** 502 currently enrolled students. Open enrollment will January 27, 2023. At the beginning of the year, we started with 484 students, so enrollment has steadily increased. Intent-to-Return forms for current families were sent out January 5, 2023.

The '23 – '24 school year lottery will open February 2023.

**The Great History Challenge.** For the 1<sup>st</sup> time, BIA participated in this challenge. 18 students in grades 6<sup>th</sup> – 8<sup>th</sup> qualified for Regionals, to be held at The Walker School on January 25, 2023 at 5p.m. The focus was U.S. and World history.

**BSN Sports.** Partner company now offers school spirit store.

## **Academic Committee Report**

### **MAP Testing**

Grade 6 Math – 78.9% of students increased their scaled score; 34.2% of students met their expected growth.

Grade 6 Reading – 55.3% of students increased the scaled score; 30.8% met their expected growth.

Grade 7 Math. 73.3% of students increased their scaled score; 43.3% met their expected growth.

Grade 7 Reading. 76.7% of students increased their scaled score; 63.3% met their expected growth.

Grade 8 Math. 71% of students increased their scaled score; 41.9% met their expected growth.

Grade 8 Reading. 67.7% of students increased their scaled score; 64.5% met their expected growth.

**iReady Testing.** Lower school is testing this week of January 9, 2023. All data is not yet available. Reviewed preliminary data from iReady – K – 5<sup>th</sup> grade. A fair number of students still need to test.

**Student Attendance.** 95.83%. Reviewed details regarding student attendance. The school counselor is working closely with students and families with repeated attendance issues.

**Faculty Attendance.** 94%

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

Meeting held on Jan. 4, 2023.

Reviewed BIAs financials through November 30, 2022. Total cash including restricted funds (escrow for bond) – \$1.4M. Current assets are ~ \$24M. \$11.2M bond. We have a positive fund balance of \$12.5M.

Expenditures for HVAC repairs had to be paid up front; will submit for reimbursement.

Bond payments occur on January 1 and July 1 of each year.

Operating net income / loss was a net loss of \$105K. This number will turn positive as December 2022 / January 2023 numbers come in.

Unrestricted cash at the end of December was \$3.2M. Expect that this number will remain above \$2.5M for the remainder of the school year.

Days of Cash on Hand – 128 days.

BIA continues to remain in a strong financial position.

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

Met on January 10, 2023.

**Staff Survey.** Reviewed data from staff surveys. Roughly 15% of the staff completed it. It was reinforced multiple times that it was an anonymous survey that was sent out independently from the school. Some teachers indicated a need for greater understanding of TKES; administration will provide additional training / education.

**Student Survey.** 96 anonymous responses received from the 6<sup>th</sup> – 8<sup>th</sup> graders. Reviewed student submitted data.

**Facilities Grant.** Sound buffering planned in the gym. Security cameras were approved through this grant; upgrading the existing equipment. HVAC repairs for the current phase have been completed. Recommendation to have a 3<sup>rd</sup>-party assessment. Fred Schroer, consultant, has reviewed all of the work and is confident in the work that has been completed. There are still some window sills and whole building sealing that needs to be completed.

**Technology.** BIA is on pace to replace 1/3 of the MacBooks. 6 Chromebooks will be donated to another school in need and are not up-to-date for BIAs needs.

**Café Update.** BIA has an old Steam Table that is not being used. BIA is looking at selling it to another local charter school in need of one.

**Carpool.** Issues with parents not following carpool procedures and causing safety issues. BIA is looking at getting police presence to assist at drop-off only.

**Data Reporting.** School tours are ongoing.

VI. **Governance Committee Report – Adam Caskey**

**Fundraising.** Discussion around the need for regular meetings to begin planning for future fundraising based on a planned Needs Assessment.

**Board Training.** Plan to follow-up on staff survey results as well as needs planning for the following school year.

**Board Recruitment.** One week from today. 4 or 5 people have expressed interest. Interest form will be required and applicants will be encouraged to begin attending committee meetings. Would like to get candidates engaged with potential fundraising 5K event.

**LKES.** 1<sup>st</sup> part of the mid-year meeting took place between Adam and Neal Christian.

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

**Site monitoring.** Call scheduled to begin working through paperwork and findings. A 50-page document was given to the school. EIP will huddle with school administration to work through. Corrective Action Plan is due by Feb. 17, 2023.

VIII. **New Business**

None.

IX. **Executive Session**

Motion to move into Executive Session

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

Motion to move out of Executive Session

Zennie Lynch - 1<sup>st</sup>; Walter Bell – 2<sup>nd</sup>. Unanimous approval.

Motion to approve slate of new hires

- Mrs. Brittney Sutton – Part-time Kindergarten Parapro & PT Gifted teacher
- Mrs. Portia Gray – Special Ed Parapro
- Ms. Kennedy Petty – 6<sup>th</sup> – 8<sup>th</sup> Science

Walter Bell - 1<sup>st</sup>; Zennie Lynch – 2<sup>nd</sup>. Unanimous approval.

X. **Next Regular Meeting: February 9, 2023**

XI. **ADJOURNMENT**

Motion to adjourn at 8:55p.m.

Zennie Lynch – 1<sup>st</sup>; Kelly Mandy – 2<sup>nd</sup>. Unanimous approval.