



**Governing Board**

**Meeting Minutes for 04/18/2023 | 7p.m.**

**Virtual**

**CALL TO ORDER**

Call to order at 7:02 p.m. by Adam Caskey.

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

**I. Administrative Functions**

- A. Motion to approve agenda  
Zennie Lynch – 1<sup>st</sup>; Kelly Mandy – 2<sup>nd</sup>. Unanimous Approval.
- B. Motion to approve meeting minutes from March 9, 2023  
Kelly Mandy – 1<sup>st</sup>; Zennie Lynch – 2<sup>nd</sup>. Unanimous approval.

**II. Public Comment**

None.

**III. Academic Related Reports**

**Head of School Report**

- **Enrollment.** 5 students have left BIA since February; 3 moved and 2 withdrew. Review of lottery numbers for 2023 – 2024 school year.

**Highlights**

- BIA is slated to receive a grant of \$7500 - \$10,000 from Arby's and "I Am a Father" to support our Greenhouse efforts.
- 200 students competed in a Math Competition, grades 2<sup>nd</sup> – 8<sup>th</sup>. Awaiting word on whether any of our students placed nationally.
- BIA partnered with The Crossing Steakhouse for a fundraising event.

**Academics**

- GMAS begins on Monday, April 24, 2023.
- BIA has decided to test on one section per day; 1 90-minute session over 9 days.
- MAP Benchmark testing for grades 6<sup>th</sup> – 8<sup>th</sup> will be May 10 – 11.
- iReady Benchmark testing for grades K – 8 will be May 15 – 17

- Summer retest sessions will begin the 1<sup>st</sup> week of June and will run for 9 ½ days.

### **Finance**

- We have accounted for all monies received by this year's facility grants. The funds have been allotted to playground grass installment, the gym floor and ceiling replacement, building roof repair and security camera system upgrade.
  - We just received a \$50K security grant. This will allow BIA to redirect funds to other facility needs as a portion had already been designated for security.
  - Upcoming facility grant money will be allotted to installing carpet, as it gets noisy on the 2<sup>nd</sup> level, in the classrooms and purchasing more classroom furniture.
- QBE Funding for 2023 – 2024 has been received - \$6,359,702.
- All teacher and parapro contracts have been distributed. The deadline has passed for staff to sign and we have received all of them back.

### **Operations**

- Security Grant. We have received a \$50K School Security Grant. The funds must be spent first and then sent for reimbursement. Invoices must be dated on or after March 10, 2023. Reimbursements can be requested on or after July 1, 2023 but before March 1, 2024. These funds can be used only for school security needs / enhancements and cannot be used for ongoing expenses like salaries, rent, monthly charges, admin costs, phones or vehicles.
- Interest in installing cameras in the classroom which can have multiple benefits: Student behavior in the classroom, providing feedback to teachers on classroom instruction, submitting videos for certification purposes.
- Plans still need to be made for Phase II of the HVAC repairs / upgrade. Fred Schroer, Neal Christian and Walter Bell are planning to meet next week to discuss next steps.

### **Academic Committee Report**

- Met on April 12, 2023.
- The June Academic Committee and Board meetings will be data-intensive sessions.
- Discussed the Academic Tracker that was created a few years ago.
- Important to be able to monitor how are students are growing and performing from one year to the next.
- 8<sup>th</sup> graders are in the process of getting Graduation Plans completed.
- Discussion around GMAS progress monitoring.

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

- Review of BIAs Balance Sheet which has been reviewed and updated to ensure that assets and liabilities could all be visible on a single page.
- Operating Cash: \$3,179,689 and Total Cash: \$4,471,660. The difference is made up of funds that are sitting in escrow.
- Total Revenues and Expenses review. These are always displayed 1 month in arrears.
  - Operating Income: \$81,192, a little above breaking even.
  - Equipment Purchase: \$161,487 which is primarily for HVAC upgrades.
- Reviewed month-by-month financials.
- Overall financial picture remains strong.

- 2022 – 2023 Actual v. Adopted Budget. There are certain expenses that are higher where we are in the year than expected, however there could be several reasons for that. The finance committee will look further into the details.
- Preliminary budget for next school year was presented and discussed. It was concluded that over the next 30 days, it will be further refined so that it can be brought before the Board in May for the 1<sup>st</sup> public hearing. The next public hearing will be held in June. The hope is that the final budget can be adopted in June 2023.

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

- Met on Tuesday, April 12, 2023.
- The eagles statues outside that were falling down have now been removed.
- Turf / sod on the playground should be completed by the end of this week.
- Discussed the security systems, already covered earlier in this meeting.
- The gym updates went up by an amount high enough to trigger connecting with the Finance Committee.
- Many door handles are missing and come off very easily. Several have already been replaced.
- The Fire Inspector was present on the day of the visit. Necessary repairs identified by the Fire Dept had been completed on time, however the reports were not submitted on time.
- All data reports are due June 15, 2023.
- An additional survey was sent out by the State Charter Schools - a student / staff spreadsheet is being requested so that they can anticipate how much funding is needed.
- After-school programming discussed. Full meeting with the team has not been completed yet; staffing needs must be in place to cover the number of students needing after-school services. Agreement has not yet been signed with Right At School for next year.

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

- Training. Additional three hours of training needed for this year for Board meetings outside of the already scheduled May 10, 2023 date. May 15, 2023 from 6p.m. – 9p.m. was agreed upon by Board members. Allison and Lyn will facilitate as Danny has a scheduling conflict.
- Lynn wanted to report out that she has reviewed the BIA website and made some fixes to several glitches and adding pages necessary to be in compliance.
- Discussion around end-of-year staff surveys. EIP consultants will work with Neal to design.
- Incoming Finance Committee co-chair is Akinwande Oshodi.

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

- Highlights included in Governance Committee Report section.

VIII. **New Business**

- No new business.

**Motion to strike agenda item IX from the agenda**

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

IX. **Executive Session**

- No Executive Session needed.

X. **Required Actions following Executive Session**

- None.

XI. **Next Regular Meeting: May 11, 2023**

XII. **ADJOURNMENT**

Motion to adjourn at 7:55p.m.

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