



Governing Board

Meeting Minutes for 4/11/2024 | 7p.m.

CALL TO ORDER

Call to order at 7:13 p.m. by Adam Caskey.

MEMBERS PRESENT: Adam Caskey, Veronica Johnson, Walter Bell, Zennie Lynch, Neal Christian, Danny Brewington, Gregg Stevens

I. Administrative Functions

- A. Motion to amend agenda to add approval of Specially Called Board Meeting Minutes
Walter Bell – 1st; Veronica Johnson – 2nd. Unanimous Approval.
- B. Motion to approve agenda
Walter Bell – 1st; Veronica Johnson – 2nd. Unanimous Approval.
- C. Motion to approve meeting minutes from Board Meeting on March 14, 2024 and March 19, 2024
Walter Bell – 1st; Veronica Johnson – 2nd. Unanimous Approval.

II. Public Comment
None.

III. Academic Related Reports

Head of School Report

Highlights.

- 23 – 24 Math Tournament was a success!
- Washington, D.C. Spring Break Trip (Grades 5 – 7) went well; approximately 15 students.
- Boosterthon Dough for Dollars helped to raise money for BIA. As of last count, \$3000 had been raised.
- BIAs Glee Club. 31 participants at recent Hawks game.

Enrollment

- Currently have 530 students. No additional students being enrolled for this current year.

- For every 300 students in a K – 8th school, we will begin to get funded for a principal due to a new law just passed by the Governor.

Academics

- Gifted testing took place on April 11, 2024.
- GMAS – April 22 – May 3 (3rd – 8th)
- Write Score – May 6 (K-2nd). Middle grades Write Score testing has already taken place.

Finance

- Dough for Dollars has sold \$4000 thus far.
- Arby’s and I Am a Father. We will have a Health & Wellness Field Day. They are hosting a 5K run and BIA will be recipients of some of the proceeds.
- ’24 – ’25 Contracts have been given out to staff.
- ’24 – ’25 Salary Scale. We want to revisit this to ensure we remain competitive.

Operations

- Looking at summer student enrichment camps and teacher professional development courses
- Marketing.
 - Desirous of student shirts having an official BIA crest on school uniforms.
 - New website. Forum marketing.

Academic Committee – Adam Caskey

- Academic Tracker
 - Benchmark Assessments. Not seeing significant growth between Winter and Spring. Discussion around how to address. Growth IS happening across the grade levels on iReady and MAP, it’s just not where we quite want it to be. Need to emphasize the importance of these benchmarks as the results are used for placement, particularly going into high school. Information is sent out to parents. Looking at incentivizing giving their best on the assessments.
- Salary scale discussion. Need to review how competitive we are at BIA. If we can responsibly make an upward adjustment, we should look at that. Looking for what we can do in terms of bonus pools for this school year. Also need a plan for FY ’25 salary scale.
- Classroom space. Looking at leasing 8 classrooms in space at the church.
- We have a Memorandum of Understanding with several local colleges and universities with regards to new student teachers. BIA would be a great starting place for new teachers.

IV. Finance Committee Report – Zennie Lynch

Finance committee met on April 5, 2024. This was the last official meeting with Prestige. The contract comes to an end on 4/17/2024 and there are just a few more items they need to complete.

The reported Days of Cash On Hand is 185 but it is understated, because it does not take into account the money we have sitting in CDs. We are still over 200 days of cash on hand. We are

at the point where we begin turning the corner in terms of Net Income; we begin earning a good bit more than we are spending.

Revenues by month reviewed. We netted close to \$200K in the month of February. We will end up with a positive net income at the end of the school year.

The largest component of next year's budget will be salaries and benefits.

V. Operations Committee Report – Walter Bell

- Cooler update. The temporary cooler & freezer remains in the rear, a permanent one has been ordered, the school is still waiting on an exact delivery date. The finance committee selected the best priced cooler, which was from Southern Mechanical.
- Parking lot flooding update. Mr. Christian noted that it had rained but not enough to cause additional drainage issues. He noted that the school may have to pay to get the drain cleared. Mr. Bell reported he walked to the back of the school where the flood had been and didn't see the drain. Mr. Christian plans to review building drawings with the church Deacon to see if he can identify the exact location of the issue. The order for the removal of the trailers has been placed and Mr. Christian anticipates removal by the end of the month.
- Vendor review. Mr. Christian reported that he was asking Mr. Stevens to review large vendor contracts and recommend any that might be considered for re-evaluation or replacement. The committee discussed the food services contract. The committee discussed the financial arrangement with the food services vendor. Mr. Christian discussed additional opportunities with the food service vendor that would benefit the students.
- Stairs. Mr. Christian noted that the issue is with stairs that are not frequently used. He explained that with the legislative budget cut of the facilities grant this issue was not high priority and would be tabled for the time being. The committee discussed the state funded facility grant that was removed from the legislative budget for FY25. Mr. Christian reported on additional changes in the legislature this past session.
- Renovations and Repairs. Mr. Christian reported that the school was waiting on the approval of the remainder of this year's facility grant budget to complete repairs to the fencing on the campus to ensure the campus is secured.

Old Business

- A. Enrollment Update. Mr. Christian provided the enrollment and waitlist update. The committee discussed next school year's grade configuration and middle school target.

B. Operations Update. No update

C. Technology Update. The committee discussed the computer monitors.

New Business

- SCSC Monitoring CAP Response – Ms. Carden provided a report on the SCSC Monitoring corrective action response.
- Website Audit – Ms. Carden provided a report on the school website compliance audit
- Mr. Christian reported that he was notified by the schools marketing company that there would be a delay in the website redesign.
- Facility grant update – Mr. Christian discussed the possible need for new piping for some of the building.
- Mr. Christian reported on a conversation he had with the churches operations director where the school was notified of TV production filming which negatively impacted the school and potentially release. The committee brain stormed on immediate and long-term solutions.
- Cobalt 21 Update – Mr. Stevens has received authorization and access to all of the information he needs.

Data Reporting

- Reports Since Last Meeting
 - Mr. Christian reported that CPI, FTE and Student class were complete and submitted by the March 28th deadline. Mr. Christian noted that the February count was slightly lower October but significantly higher than the count the year prior to his arrival at BIA.
 - Mr. Christian discussed the June 30 reporting deadlines.
 - Title 1 - Deadline for LEA's to draft schoolwide plan – Completed. Mr. Christian reported on the Title 1 meeting prior to spring break.
 - Mr. Christian reported the Civil Rights report was complete
 - Mr. Christian reported that Prestige is completing the 990 report

I. Final Comments

- a) Ms. Clements noted the school should be receiving notice from any filming company 48 hours in advance of shooting. The committee discussed the timing of notice and the issue of its use.

VI. Governance Committee Report – Adam Caskey

Meeting scheduled for next Friday, April 19, 2024 for strategic planning session.

VII. Consultant’s Report (Ed Innovation Partners) – Danny Brewington, Gregg Stevens

Corrected Action Plans addressed.

We did not get points back for budget approval even though we had followed the appropriate steps originally. Received points back for several other areas that were addressed.

Plan to schedule a meeting between school leadership and the SCSC to address some of the issues that have been brought to BIAs attention.

Will look into working with Kennesaw State University regarding student teachers; they are closer and easier to work with than some universities that are further away. Conversations have also begun with the Mercer graduate school.

Gregg has been working with us for a week. BIA is well-prepared for the Prestige transition. Need to obtain a license for Sage Intact; we have been using Prestige's license for the past year. Estimated to be about \$7K. Gregg has reached out to the Rep to discuss.

VIII. Old Business

- Name change update
 - Our name is officially changed with the GA Secretary of State! Work to continue to ensure that the Department of Education recognizes the name change.
- Strategic planning / Training dates
 - Discussed earlier.

IX. New Business

Corrective Action Plan Update. Discussed earlier in the meeting.

Website Audit. Discussed earlier in the meeting.

X. Executive Session

Motion to move into Executive Session for the purposes of discussing real estate.

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

Motion to move out of Executive Session.

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

XI. Required Actions following Executive Session - None

XII. Next Regular Meeting: May 9, 2024

XIII. ADJOURNMENT

Motion to adjourn at 8:44p.m.

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