



Governing Board

Meeting Minutes for 8/15/2024 | 7p.m.

CALL TO ORDER

Call to order at 7:07p.m. by Adam Caskey.

MEMBERS PRESENT: Neal Christian, Danny Brewington, Gregg Stevens, Jennifer Bradley, Adam Caskey, Veronica Johnson, Michelle Clements, Kelly Mandy

I. Administrative Functions

Motion to approve the agenda.

Kelly Mandy – 1st; Veronica Johnson – 2nd. Unanimous Approval.

Motion to approve meeting minutes from Board Meeting from July 18, 2024 and July 29, 2024.

Kelly Mandy – 1st; Veronica Johnson – 2nd. Unanimous Approval.

II. Public Comment

None.

III. Academic Related Reports

Head of School Report

- K -5th enrollment. 395 students. Moving to pull in students from the waitlist.
- 6th – 8th enrollment. 148 students.

Academics

- iReady Testing. Coming the week of the 20th.
- New REP ELA Program
 - Goal is to get students who need help on level.
- HS Credit Courses
 - 2nd year of BIA offering high school credits

Finance

- Boosterthon is coming up soon. We have several corporate sponsors.

Operations

- Occupational therapy is in a room at the church.
- Speech therapy is also in the church at present, but we have a few students who need different accommodations. Thus, some changes in configuration is taking place. We have more than doubled the number of speech therapy students from last year – 13 to 30.

- Deep dive still needed on the facility assessment that was performed.
- During the summer, the A/C is not enough to cool the gym below 80 degrees.
- New ice machine has been installed in the kitchen.

Academic Committee – Adam Caskey

- Meeting held on August 7, 2024.
- Review of GMAS results in comparison with the State and to last year’s results.
 - We are far above the State.
 - Focus is on whether we are improving year-over-year from a school-level.
 - Review of plan to implement MAP assessments in Science and Social Studies in the hopes of improving results.
 - Reviewed results as compared with other State Charter Schools and we performed very well.
 - Also reviewed results in comparison with other State Charter Schools with similar demographics.
 - BIA offers a summer boot camp for GMAS re-testers and most students showed great improvement.

IV. Finance Committee Report – Gregg Stevens

- Reviewed state of financials; BIA is in a solid position, financially.
- 186 days of Cash on Hand
- Supplies and professional services ran slightly over-budget.
- Opportunities going forward: BIA will look at budgeting all grants and expenses together.
- There are several new HVAC regulations being implemented. It will be cheaper for us to address sooner rather than later. Will have a Specially Called Board Meeting to approve expenditures.
- Audit will begin on September 16, 2024.

V. Operations Committee Report – Michelle Clements

- Facilities Director was interviewed and has been hired.
- Enclosure in gym is complete. Final payment has not gone out yet as there is still follow-up work needed.
- Facilities Assessment will be coming soon.
- A few other safety issues to be addressed.
- Student transfers after the school year begins were addressed.
- Discussed offers made to individuals for open positions.
- Will be posting for Director of Operations shortly.
- Cross-training of staff will take place.
- Locations for projectors and monitors in each of the classrooms.
- Looking at taking After School program in-house; will look at how that may impact staffing.
- We have a good number of new BIA teachers on staff. Grade-level teachers are tasked with making sure teachers are acclimated to the school’s mission, culture and working towards meeting TKES requirements.
- Data reporting. CPI and CLIP data were submitted.
- The school has 1.5 teachers providing ELL support.
- Required school drills are scheduled (i.e., Lockdown, Fire, etc.).
- Trailers behind the school will continue to be utilized for now.
- Additional furniture has been ordered to accommodate more 6th graders than expected.
- BIA is fully staffed except for a Special Ed teacher, Director of Operations (newly created position) and EIP for ELA.

- Goal: Have a plan in place by Christmas for After School program as well as any additional space we may request at the church as this will help with the lottery opening in January.
- Facilities Assessment has been received.
 - Roof is about 25 years old with a useful life of up to 40 years.
 - Database will be provided that will help us protect our facilities expenses over the next several years.
 - Electrical assessment will be done.
 - Overall, the building is in pretty good shape.

VI. Governance Committee Report – Adam Caskey

- All data will be turned in by the deadline of tomorrow, August 16, 2024.
- Gregg’s Finance training is available and online. All Board members are encouraged to view it.

VII. Consultant’s Report (Ed Innovation Partners and 21 Cobalt) – Danny Brewington

- Lynn continues to work with FORUM Marketing to hand off the website to the school.
 - Content needs to be corrected.
 - Some visual enhancements are required.
 - FORUM has been completely paid for the work they have done thus far.
 - Board needs to determine what needs to be paid to the consultants.

VIII. Old Business

Parent and Staff Survey Review

- Results were included in the June Board packet. Lynn will redistribute it for Admin / leadership team to review and identify themes or common trends.

Reserve Investments (CDs)

- Two CDs will get done tomorrow, August 16, 2024.
- Southstate Bank is our current bank and we can also setup a CD with them.
- Will establish CDs at a couple of other banking institutions.

IX. New Business

Kitchen Cleaning

- Work has been satisfactorily completed!

Facility Audit

- Meeting to take place soon. Adam Caskey will send out meeting invite and any Board members are welcome to sit in and hear the facilities assessment.

6th Grade Enrollment

- All is well with enrollment now.

Charter One Foods Agreement

- Neal met with Charter One. Original rent was about \$6K/month but they no longer use it in the summer.
- They are requesting a reduction to \$3800/month as they are no longer working summer or weekends and they are generally done by 2p.m. each day.

Motion to approve HOS to enter into a new lease agreement with Charter One Foods for a minimum of \$3800/month.

Kelly Mandy – 1st; Veronica Johnson – 2nd. Unanimous Approval.

Approval of Classroom Lease

Motion to authorize HOS to enter lease agreement for three classroom buildings for \$800/classroom/per month with Hopewell Baptist Church through the end of the school year.

Michelle Clements – 1st; Kelly Mandy – 2nd. Unanimous Approval.

X. Executive Session

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

Veronica Johnson – 1st; Kelly Mandy – 2nd. Unanimous Approval.

Motion to move out of Executive Session.

Kelly Mandy – 1st; Michelle Clements – 2nd. Unanimous approval.

Motion to approve slate of new hires presented in Executive Session.

Veronica Johnson – 1st; Kelly Mandy – 2nd. Unanimous Approval.

- Ms. Patricia McKoy – Facilities
- Ms. Kosten Woodard – REP ELA
- Ms. Tashera Ficklin – Special Education

Next Regular Meeting Date: September 12 @ 7p.m.

XI. ADJOURNMENT

Motion to adjourn at 8:34p.m.

Kelly Mandy – 1st; Michelle Clements – 2nd. Unanimous Approval.