

## COMMITTEE MEETING MINUTES

### Committee: BIA Operations Committee

*Meeting need not be verbatim. These minutes are a brief summary of the events of the meeting.*

| Date:  | Start  | End    | Next Meeting:   | Next time: | Prepared by: |
|--|--------|--------|---|------------|--------------|
| 10/8/24  | 1:34pm | 2:24pm | 11/12/24  | 1:30pm     | Shawn Kerr   |
| <b>Meeting Location:</b>                         |        |        |   |            |              |
| Virtual  |        |        |   |            |              |
| <b>Attended by:</b>                              |        |        |   |            |              |
| Walt Bell<br>Neal Christian<br>Michelle Clements |        |        | Danny Brewington<br>Gregg Stevens<br>Lyn Carden<br>Shawn Kerr |            |              |
| <b>Highlights:</b>                               |        |        |   |            |              |

#### I. Call to Order

#### II. Roll Call

#### III. Facility Update

##### A. General Facility Needs

##### a. Irrigation System Leak

- I. Leak has not been located
- ii. Cost for water has increased from ~\$880/m to ~2,000/m

##### b. School security

- I. Aiming to move to a clear bookbag policy next year.
- ii. 5 year quote was ~\$65,000 for security system contract Cyntagex
  - a. Security officers: Easy but expensive route going through the city of Norcross
    - i. Mr. Bell asked if they could relax the price (\$50/hr: four hour minimum / two hour minimum for traffic) from Norcross PD and Neal believes they will not.
      1. EIP team reported on the necessity for a police department with regards to the school officers v/s an SRO as an independent contract.

- ii. Ms. Clements asked if anything has happened to necessitate an increase in security and Mr. Christian said, “No” nothing has happened.
- iii. Mr. Christian reported on security concerns and resolutions.

## **B. Renovations and Repairs**

- a. Discussion of several options for cleaning/repairing gutters and which one Mr. Christian believes is the best option along with a detail of what work they will do (quote: \$3,290)
- b. Need for a fence to be repair behind gym.

## **IV. Old Business**

### **A. Enrollment Update**

- 1. Enrollment count (down from 537 to 524) 4 students have enrolled to start after the break.

### **B. Operations Update**

- A. EIP position for ELA still looking for candidates with two interviews lined up.
- B. Mr. Bell asked about the operations director position and Mr. Christian communicated that it is not mission critical to fill the role but he is taking applications currently; looking for the right candidate and can wait.

### **C. Technology Update**

- A. Receiving quotes for iPad.
- B. Ordered  $\frac{1}{3}$  of the teachers laptops after receiving new quotes.

### **D. SCSC Monitoring Update**

- A. Mr. Christian communicated that monitoring upload was successful and thanks EIP for their assistance.

## **V. New Business**

- A. Everyone is CRP/FirstAid certified.
- B. Teachers are being trained on the proper use of restraints.

## **VI. Data Reporting**

### **A. Data Reports Since Last Meeting**

- a. CPI Transmission
  - Extension to 31 October
- b. FTE
  - Going to have to give money back through prefunding issue.
- c. 990 Tax Return
  - 1. Ms. Carden communicates that it is due 15 May
- d. DE046
  - 1. Mr. Stevens got it submitted and Mr. Christian signed off on it.
- e. Audit
  - 2. Gregg communicates that this week he is answering the questions of the auditors to have it finalized by 01 Nov.

VII. Next Meeting: November 12, 2024 at 1:30pm

VIII. Adjourn