



Governing Board

Meeting Minutes for 01/16/2025 | 7p.m.

CALL TO ORDER

Call to order at 7:05p.m. by Adam Caskey.

MEMBERS PRESENT: Neal Christian, Danny Brewington, Gregg Stevens, Jennifer Bradley, Adam Caskey, Veronica Johnson, Michelle Clements, Walter Bell, Allie Jett

I. Administrative Functions

Motion to approve the agenda.

Allie Jett – 1st; Michelle Clements – 2nd. Unanimous Approval.

Motion to approve meeting minutes from Board Meeting from **December 18, 2024**.

Allie Jett – 1st; Michelle Clements – 2nd. Unanimous Approval.

II. Public Comment

None.

III. Academic Related Reports

Head of School Report

- Highlights
 - BIA Giving Tree. Lots of support from our families this year!
 - BIA was voted the Best of Gwinnett as a school.
 - GADOE has recognized BIA as a Diamond Star School for having 100% participation (staff and students) in the Georgia Schools Care Initiative.
 - Ideal Building Solutions (roofing company) generously donated \$50K to BIA.
- Enrollment
 - Reviewed current enrollment numbers.
- Academics
 - Spelling Bee winners announced. Upper School winner will go on to the Regional Bee.
 - Science Fair is currently under way. Highlights were a solar-powered backpack that can charge a cell phone and an edible water bottle.
- Finance
 - New Language Arts standards being implemented for the 2025 – 2026 school year. BIA has narrowed down the choice to three vendors; the cost will be known upon selecting the finalist. Desire is to have a one-stop-shop program that includes support for our ESOL students.

- Operations
 - New Furniture. The Workday company has donated furniture to the school. BIA will either sell or donate furniture that is being retired.
 - IT Support. Additional personnel is needed to ensure we are prepared to serve our growing student body or an external company may be needed to provide support.

Academic Committee Report – Adam Caskey

- Several new students will be starting with us – 13 – and three will be leaving.
- Academic Tracker. Tracker for January is very light; not a lot of data to report. Teacher attendance rate discussed; changes are being made to teacher leave process so as to protect student learning.
- MAP Testing data just concluded and will be available for the February meeting.

IV. Finance Committee Report – Gregg Stevens

- Reviewed BIA Financials
 - Statement of Revenues, Expenditures and Charges as of Nov. 30, 2024 reviewed.
 - Budget to Actuals Comparison report reviewed. Most expenditures fall under “Supplies” and include a high amount of Special Education items to serve our students.
 - Budget details reviewed per month. Staff and facilities spending are right in light with projections.

V. Operations Committee Report – Walter Bell

- The painting of hallways and stair rails is still a priority but the project has been delayed; awaiting a quote. Discussion of potential solutions.
- Re-examining locker usage. Early Elementary doesn’t necessarily need lockers; the walls behind them are not painted. When lockers get moved, the flooring underneath will likely need to be addressed.
- A few doors in the school need windows and we will be getting those two replaced.
- Partners in Education Breakfast took place and we received a large donation.
- School enrollment closes at the end of January for this school year; lottery will start soon afterwards.
- RFP will go out for new vendor to replace Charter One as well as cleaning services.
- After school program discussed in committee.
- School tours and information sessions still taking place. Open House held recently. Prospective parents invited to attend PBL nights.
- Facilities planning discussed for next year with Southern Mechanical.
- Working on creating a savings plan for future building repairs.
- Ms. Bradley has been working on the School Climate Survey.
- Enrollment plans for next school year discussed. Considerations for expanding at 6th grade to an additional class. Space planning discussed.

VI. Governance Committee Report – Adam Caskey

- Board training session #1 has been completed for the year.

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

- Very few Monitoring issues were reported. Corrective actions are being implemented.
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VIII. **New Business**

- GaDOE reading curriculum requirements. Reviewed earlier.

IX. **Executive Session**

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

Veronica Johnson – 1st; Allie Jett – 2nd. Unanimous Approval.

Motion to move out of Executive Session.

Walter Bell – 1st; Allie Jett – 2nd. Unanimous approval.

Motion to authorize Board Chair to enter into an agreement with Dynamo Swim Club to address costs of specified improvements.

Allie Jett – 1st; Michelle Clements – 2nd. Unanimous approval.

Motion to authorize Board Chair to enter into a month-to-month agreement with Ed Setzler as discussed as covered under prior RFP.

Walter Bell – 1st; Allie Jett – 2nd. Unanimous approval.

Motion to authorize Board Chair to enter into a modified brokerage agreement with Patrick Laughlin.

Walter Bell – 1st; Allie Jett – 2nd. Unanimous approval.

Motion to approve proposed new hire, Cheryl Session for Kindergarten.

Allie Jett – 1st; Michelle Clements – 2nd. Unanimous approval.

X. **Required Actions Following Executive Session**

Motion to adjourn at 8:42p.m.

Walter Bell – 1st; Allie Jett – 2nd. Unanimous approval.

Next Regular Meeting Date: February 13, 2025 @ 7p.m.