

MEETING MINUTES

Board: Learning Foundation of Central Cobb, Inc.

Board Meeting: Governing Board

School(s): International Academy of Smyrna

The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
4/17/18	7:18pm	10:23pm	4/28/18	9am	Lyn Carden
Meeting Location:					
IAS Conference Room					
Attended by:					
Cornell Longino Grant Coleman Nana Boone Marie Davis Pam Spalla			Kari Schrock Zinta Perkins Chad Mote Lyn Carden		
Absent: Zach Berman					
Highlights:					

CALL TO ORDER

I. Administrative Functions

- **Approval of the Agenda:** Ms. Boone requested the board move up the Suspension and Disbarment policy review and discussion to the school report, to allow Ms. Perkins to elaborate. Mr. Longino request Ms. Perkins report be placed before Ms. Schrock's report. Ms. Davis made a motion to approve the agenda with those changes, Ms. Spalla seconded and it was approved unanimously.
- **Approval of the Minutes from March 27, 2018:** Ms. Boone identified a few typographical errors. Ms. Spalla motioned to approve the minutes pending corrections, Ms. Davis seconded and they were approved unanimously.

II. School Related Reports

- Zinta Perkins presented the CLIP process and Schoolwide Title I plan – providing an overview of the Consolidated LEA Improvement Plan and the application process for federal funding through CLIP including:
 - The Comprehensive needs assessment has been completed
 - The student achievement opportunities has been identified
 - An academic goal of a 5 to 10 percent increase in Milestones in the top two tiers in ELA and Math has been set.
 - The board expressed a concern about over testing. Ms. Perkins explained how testing would have to be strategic to bridge any gaps.
 - The board was told a recommendation was made by the teachers to receive immediate feedback on their evaluations and they would like to be provided with ongoing support

- Ms. Perkins cautioned the board to expect less funding for title programing next year. She explained that more would be known once she attended the title conference but much is driven by enrollment, which is less than projected. She reminded the finance committee that title funding was designed to be a supplement and next year's budget would have to set money aside for things like professional development.
- Ms. Perkins presented the proposed Suspension & Debarment Policy explaining it was a federal program policy that requires the school to ensure any large scale vendor the school works with was not suspended or debarred. Ms. Spalla made a motion to approve the policy. Ms. Davis seconded and it was approved unanimously.
- Principals Report – Ms. Schrock updated enrollment numbers and notified the board that the school had begun a rolling enrollment process along with enrollment plans moving forward.
 - The board recommended that kindergarten applications we checked to see if they were coming from a specific area or school so better targeting be achieved.
 - Ms. Schrock invited the board to several upcoming school events, including the Saturday's volunteer day, the student show case and schools grade level award ceremonies.
 - Ms. Schrock provided a Milestones testing update and recognized the schools testing coordinators for their hard work, telling the board no irregularity had taken place.
 - Ms. Schrock notified the board that the school had made headway in a long standing plan to purchase a large scale literacy program that they had received approval for a 3 year payment plan.

III. Financial Reports

- Monthly Financial Reports – Mr. Longino told the board that the finance committee was awaiting an updated allotment sheet that reflected the increase provided by new legislation but that the increase would not change next year's proposed budget.
- Finance Committee report – Mr. Longino told the board that the finance committee could not meet because the schools finance person (and member of the committee) had a family emergency and was not available, as a result there were no March finances to review and they would be presented at an upcoming board meeting.
- Review of proposed 2018-2019 budget – Mr. Longino presented the proposed budget for the second time. A motion was made by Ms. Davis to accept the proposed budget as presented; it was seconded by Mr. Coleman and unanimously approved.

IV. Committee Reports

- Academic Committee
 - i. Ms. Spalla reported available MAP testing results
 - ii. Ms. Spalla and Ms. Boone presented the revised weather related policy and revised Academic calendar for 2018-2019 reflecting the updated policy. Ms. Davis motioned to approve the revised weather related closing policy, Ms. Spalla seconded, it was unanimously approved. Ms. Spalla recommended the board approved the revised 2018 academic calendar, Mr. Coleman seconded and it was approved unanimously.
- Operations Committee
 - i. Operations committee reported they were re-evaluating their master checklist for the school leader. The board recommended they consider an internal audit of operations and made some suggestions on how that might be done.
 - ii. Mr. Coleman provided the board with an update on the schools roofing issues. He explained it has been determined that the roof may be under warranty and that they were searching for the contractors documentation information and they were hoping to have more information on the matter by the end of the week.
 - iii. Mr. Coleman told the board that the Operations Committee was working with school leadership to enhance school technology

- Governance Committee
 - i. Ms. Boone discussed the importance of increasing the number of board members. Ms. Davis said she had been discussing the opportunity to join the board with people in her network and may have some candidates to present. Mr. Coleman said he might as well and recommended the board reach out to the United Ways volunteering arms for possible candidates as well as the Charter Schools Association.
 - ii. Ms. Boone presented the Board a Reconciliation Form and explained the purpose of the form was to better identify skill sets needed to fill gaps on the board. She requested board member complete the form and return it to her no later than 4/27.
 - iii. Ms. Boone presented the draft of a proposed new Code of Ethics/Conflict of Interest policy to replace the board's current policy beginning next fiscal year. Ms. Boone recommended approval of revised policy, Mr. Coleman seconded, it was approved unanimously.

V. Old Business

- Bylaws – Ms. Boone presented the proposed amended and revised Bylaws post legal review. Mr. Coleman made a motion to approve, Ms. Davis seconded and they were approved unanimously.

VI. New Business

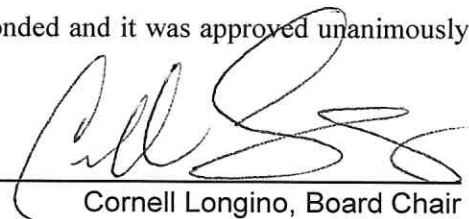
- Mr. Longino asked the board to consider moving board meetings from 6:45 to 7:15pm for the remainder of the year. Mr. Coleman made a motion to approve the move, Ms. Boone seconded, Mr. Longino and Ms. Davis voted to approve; Ms. Spalla opposed, the motion passed.
- The board was told a Board Member Self-Assessment survey was going to be sent to them. The document was designed to allow them to identify board strength as well as opportunities for the upcoming year.
- Board Recommitment – The board was asked to consider their intentions for the upcoming year. They were reminded that their annual meeting was at the next board meeting and officers would need to decide if they intended to remain in that role.

VII. OPEN FORUM – There were no speakers

VIII. Executive Session – Ms. Davis made a motion to close the meeting and enter into Executive Session as permitted by O.C.G.A. § 50-14-1 to discuss personnel, Ms. Boone seconded; it was approved unanimously at 8:58pm.

- Ms. Boone made a motion to return from executive session and open the board meeting, Mr. Coleman seconded and it was approved unanimously at 10:23pm. Mr. Longino announced no action would be taken and that the board would reconvene April 28th at 9am.

IX. Ms. Davis made a motion to adjourn, Ms. Boone seconded and it was approved unanimously at 10:23pm.



 Cornell Longino, Board Chair

Date: _____ 4/28/18 _____