

MEETING MINUTES

Board: Learning Center 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:
3/27/18	7:20am	8:14pm	4/16/18	7:15pm	Lyn Carden
Meeting Location:					
IAS Conference Room					

Attended by:	
Grant Coleman Nana Boone Pam Spalla Marie Davis Zach Berman Cornell Longino via teleconference	Chad Mote, EIP Lyn Carden, EIP
Highlights:	

CALL TO ORDER

The meeting commenced at 7:20pm

I. Administrative Functions

- Mr. Longino was away on business and calling in to the meeting, so Vice Chair, Mr. Coleman conducted the board meeting.
- Ms. Boone made a motion to approve that agenda, seconded by Ms. Davis, it was approved unanimously
- Ms. Boone made a motion to approve the minutes from February 27th, seconded by Ms. Davis, it was approved unanimously

II. Public Comment – Julie Winslette, a 5 year teacher with IAS requested board members reconsider weather related teacher make up days for this school year.

III. School Related Reports

- Principals Report –
 - i. Ms. Schrock provided the board with update enrollment numbers and the enrollment schedule moving forward which included an invitation to the board to attend the school wide Title program review program.
 - ii. MAP testing was being completed throughout the week which will be a final predictor for milestones outcomes.

iii. Board discussed the attrition rate for enrollment.

IV. Financial Reports

- Draft budget for the 2018-2019 school year -
 - i. Mr. Longino provided the board with a review of the 18-19 draft budget
 - ii. Mr. Longino reviewed the allotment sheet with the board.
- Mr. Longino requested the board consider raises for teachers in the 18-19 school year. Ms. Davis made the motion, Ms. Boone seconded. Mr. Longino, Mr. Coleman and Mr. Berman approved the raises, Ms. Spalla abstained.
- Finance Committee report
 - i. Mr. Longino provided the board with the monthly Financial Reports. Mr. Berman made a motion to approve the financials as presented, Ms. Davis seconded and it was unanimously approved

V. Committee Reports

- Academic Committee -
 - i. The academic committee provided a revised 2018-2019 and 2019-2020 academic calendar which included weather related closing make up days. The calendar was sent to the governance committee for policy language around such days, it is to be voted upon at the next meeting
 - ii. The academic committee recommended to the board that they not ask teachers to make up work days missed due to weather related closings in this school year. Adding, moving forward it would be something handled through the policy the governance committee was crafting.
- Governance Committee – The governance committee did not meet, however they informed the board they have set a goal of adding members, to get board membership to the target number of 9 by this summer. The governance committee tasked the board with returning to the next board meeting with a list of potential members to add. Additionally they had been working on bylaws which should be sent to the board for revisions in the coming week.
- Operations Committee
 - i. Insurance update– The Operations committee reported that in reviewing the insurance inspectors report it misrepresented the roof as being in good shape due to its young age. The board asked if there was a warranty on the roof and the operations committee is going to investigate along with other options in dealing with the rights of the school under the insurance policy.

VI. Old Business

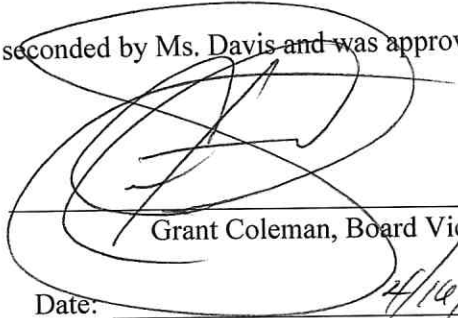
- There was no old business to discuss

VII. New Business

- The board was asked to approve the current teachers Ms. Schrock would like to offer contracts too. The board requested the contracts be reviewed for language. Ms. Davis made a motion to approve the contracts pending review, Ms. Spalla seconded and it was approved unanimously.
- Inventory Procedure Policy – Ms. Boone made a motion to approve the Inventory Procedure Policy, Ms. Davis seconded and it was approved unanimously.
- Segregation of Duties Policy – Mr. Berman made a motion to approve the Segregation of Duties Policy, Ms. Spalla seconded, it was approved unanimously.
- Time & Effort Policy – Ms. Boone made a motion to approve the Time & Effort policy, Mr. Berman seconded and it was approved unanimously.

Next Meeting Date – April 16, 2018 7:15pm

Adjournment Motion to adjourn was made by Ms. Boone, seconded by Ms. Davis and was approved unanimously and the meeting adjourned at 8:14pm.



Grant Coleman, Board Vice Chair
Date: 2/10/18