



**INTERNATIONAL
ACADEMY
OF
SMYRNA**

MEETING MINUTES

Board: Learning Center Foundation of Central Cobb, Inc.
Board Meeting: Governing Board International Academy of Smyrna
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:
6/25/18	7:38pm	9:52pm	7/9/18		Lyn Carden
Meeting Location:					
International Academy of Smyrna					

Attended by:	
Cornell Longino Grant Coleman Zach Berman Marie Davis Nana Boone, via telephone Pam Spalla, via telephone	Katrina Brinker Nicole White Zinta Perkins Lyn Carden, EIP
Highlights:	

CALL TO ORDER

The meeting commenced

I. Administrative Functions

- Approval of Agenda – Mr. Longino informed the board he would like to revise the agenda to add three policies for consideration under new business. Ms. Davis made a motion to approve the agenda with the amendments, Ms. Boone 2nd, unanimous approval
- Approval of Minutes – Mr. Berman made a motion to approve the minutes as presented, Ms. Davis 2nd, unanimous approval

II. School Related Reports – Ms. Brinker provided the board with a school report.

- She requested the report titles be changed to reflect the leadership responsibilities change and include the incoming DOO
- Ms. Brinker provided the latest enrollment numbers

III. Financial Reports – Ms. White provided the April financial report to the board

IV. Committee Reports

- Mr. Longino reminded the board that committees would need to create their meeting schedule for the upcoming school year. He asked them to provide that schedule at the next board meeting.
- Academic Committee – Ms. Brinker and Ms. Spalla provided the Academic committee report. The school is preparing to start the Journeys reading literacy program for next year with training and coaching for teachers planned. Math training with Metro RESA for teachers is being arranged for the coming year. Currently leadership is reviewing options to identify the best math program for the upcoming school year.
 - i. Ms. Brinker provided an update on teacher recruitment
- Governance Committee – Ms. Boone told the board that on-boarding and recruitment process are being created and would be presented to the board soon.
- Operations Committee – Mr. Coleman provided an update on the roof. Mr. Coleman explained to the board that when the roof was repaired last month, it appears it was repaired correctly. However, the school is in crisis because of new leaks that have appeared since. The board was told several rooms in the building are currently uninhabitable. At that time it was unclear if the leaks were a result of the roof or the air conditioning units, but it is believed it is a combination of both. When the roof was put on the building it was prior to the school moving into the second floor. When that move took place new A/C units were placed on the roof. It appears they were placed there improperly. As a result the roof warranty is no longer valid and the A/C warranty has expired. Mr. Coleman had had 3 roofing companies come, he requested estimates for both repair and replacement. Ms. Boone and Ms. Davis felt strongly replacement was the only option and Mr. Longino pointed out it would depend on the cost. Bids were due back 6/27. In the meantime, Mr. Coleman had 3 restoration companies come out and provide bids for cleaning up current damage to make the building safe and habitable. The three bids had come back and he made a recommendation to the board based on the results of those bids. Mr. Coleman reported that he had already filed a claim with the insurance company for the new damage. The board directed Ms. White to deposit the insurance claim check that was being held from the previous claim. Mr. Berman made a motion to direct Mr. Coleman to continue to work to get the repairs done quickly and to make decisions on behalf of the board regarding the restoration process and project. Ms. Boone 2nd and it was approved unanimously. The board directed Ms. Brinker to have all staff working upstairs move out their offices to downstairs offices and to the other side of the building from the leak damage.

V. Motion to move all other board business to after the executive session made by Mr. Berman, seconded by Mr. Coleman, approved unanimously.

VI. Motion to close the board meeting, conduct an interview with a COO candidate and then move into executive session to discuss Personnel (OCGA 50-14- 3(6)) made by Ms. Davis, 2nd by Mr. Berman, unanimously approved at 8:32pm.

VII. Motion to return from executive session and open the board meeting made by Ms. Davis and 2nd by Mr. Berman at 9:45pm

VIII. Mr. Longino announced that there was no action required as a result of executive session.

IX. New Business

- IAS revised Financial Policy – Motion was made by Ms. Davis to approve the IAS revised financial policy, 2nd by Mr. Berman and unanimously approved

- Child Abuse & Neglect Policy – Motion was made by Mr. Berman to approve the IAS Child Abuse and Neglect Policy, 2nd by Mr. Coleman and unanimously approved.
- Volunteer policy – Motion made by Mr. Coleman to approve the IAS volunteer policy, 2nd by Ms. Davis unanimously approved.
- Website update proposal - The board moved the website proposal to July 9th, at which time they would know budget constraints based upon the roof repair.
- Organizational chart – The board moved the decision on the organizational chart to July 9th
- RTI process to reflect vision/hearing provisions by LEA – Motion made by Ms. Davis to approve the creation of a policy that is in accordance with the GA state law as it relates to IAS providing students with disabilities hearing, vision and scoliosis testing which should be sent to the authorizer for approval on later than June 29th at 5pm and presented to the board final approval July 9th. Motion was 2nd by Mr. Coleman and unanimously approved.

X. OPEN FORUM – No speakers

Next Meeting Date – July 9, 2018 time TBD

Adjournment – Motion made to adjourn by Mr. Coleman, 2nd by Ms. Davis, unanimously approved at 9:52pm



Cornell Longino, Board Chair

Date: 8/21/18