

**MEETING MINUTES**

**Board:** Learning Center Foundation of Central Cobb, Inc.  
**Board Meeting:** Governing Board Meeting  
**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:
7/9/18	8:06pm	9:23pm	8/21/18	7:15pm	Lyn Carden
<b>Meeting Location:</b>					
IAS conference room					

<b>Attended by:</b>	
Cornell Longino Nana Boone Grant Coleman Zach Berman Marie Davis, via telephone  Absent with notice – Pam Spalla	Katrina Brinker Nicole White Danny Brewington, EIP Chad Mote, EIP Shaun Kerr, EIP Lyn Carden, EIP

**CALL TO ORDER** at 8:06pm

**I. Administrative Functions**

- Approval of Agenda – Mr. Longino informed the board that due to time constraints he recommended the executive session was moved to the beginning of the meeting from item VI to item II. Ms. Boone made a motion to accept the agenda with the changes, Mr. Berman 2nd, unanimously approved
- Approval of Minutes – Ms. Boone made a motion to accept the June 19<sup>th</sup> minutes as presented, Mr. Berman 2nd, unanimously approved

**II. Executive Session** – Ms. Boone made a motion to close the general session and move into executive session to discuss Personnel (OCGA 50-14- 3(6)), Mr. Berman 2<sup>nd</sup> it was unanimously approved at 8:11pm

Mr. Berman made a motion to return to general session, Ms. Boone 2<sup>nd</sup> it was unanimously approved at 8:42pm

**III. Necessary action (as needed) following executive session** – Mr. Coleman made a motion to authorize Ms. Boone to go into negotiations with a candidate for DOO. Mr. Berman 2<sup>nd</sup>, Mr. Longino, Mr. Berman and Mr. Coleman voted in favor. Ms. Boone opposed.

**IV. Public Comment-** no public comment

**V. School Related Reports**

- Ms. Brinker provided the Head of School Report –
  - i. She provided the board with a check list of needs of the school prior to the opening of the school year.
  - ii. She relayed to the board her concern regarding work the janitorial provider claimed to have complete, but provided evidence it was not completed.
  - iii. She discussed with the board the urgent need to plumbing services for the building.
  - iv. She discussed with the board the strategy for dealing with the current facility issues. The board directed her to create a contingency plan that would include moving classrooms that would not be issue free by the beginning of the school year.
  - v. Ms. Brinker provided the board a list of classrooms that would need to be painted in preparation for the new school year and given the facility issues.
  - vi. The Board directed Ms. Brinker to hire someone to do the painting. Then hire movers to move furniture.
  - vii. Ms. Boone made a motion to authorize Mr. Coleman have authority to handle all (current and future) facility issues until school starts. Mr. Berman 2<sup>nd</sup> unanimous approval
  - viii. Mr. Brinker provided Milestone results to the board
  - ix. She provided an enrollment update

**VI. Financial Reports –** no report

**VII. Committee Reports**

- Academic Committee
  - i. Ms. Brinker notified the board that she had been working with the academic committee to create positive changes to 5<sup>th</sup> & 6<sup>th</sup> grade – The global academy, will provide opportunities for upper grade students including changing classes, lockers and Spanish daily
  - ii. Uniform Communication Update – Uniform changes have been communicated to parents and the website is updated.
- Governance Committee –
  - i. The board was told that the governance committee had been working on a recruitment and onboarding process which would be ready for presentation at the next board meeting.
- Operations Committee
  - i. Restoration Update – Mr. Coleman updated the board on the roofing repair explaining the largest issue was no one has been able to identify why it's leaking. As a result the roofer, ac company, restoration and insurance are coming out together to get a consensus as to what was causing the issues.
  - ii. Roof Update – The board was told it was believed that the roof will be covered by insurance.
  - iii. Onboarding DOO – Mr. Longino tasked Ms. Davis with strategizing an onboarding plan for the new school DOO

**VIII. Old Business-** No old business

**IX. New Business**

- Student and family handbook – Mr. Berman made a motion to approve the revised Student and Family handbook for the 2018-2019 school year, Ms. Boone 2<sup>nd</sup>, unanimously approved
- 2018-2019 Board Meeting dates and times – The board discussed the possibility of moving 2018-2019 board meetings to another time. Several options were proposed and it was agreed the board would make a decision at the August board meeting.

**X. Next Meeting Date** 8/21/18 7:15pm

**ADJOURNMENT** Mr. Coleman made a motion to adjourn, Mr. Berman 2<sup>nd</sup> it was unanimously approved at 9:32pm



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Cornell Longino, Board Chair

Date: \_\_\_\_\_ 8/21/18 \_\_\_\_\_