

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:
3/1/19	7:11am	8:55am	3/15/19	7:00am	Lyn Carden
Meeting Location:					
IAS Conference Room					

Attended by:	
Cornell Longino Zach Berman Pam Spalla Grant Coleman	Katrina Brinker Zinta Perkins Aleceia Lyles Lyn Carden

CALL TO ORDER – The meeting was called to order at 7:11am

Administrative Functions

- Approval of Agenda – Mr. Longino notified the board that the Budget Approval Policy would be added to the agenda after the Fraud, Waste & Corruption Policy. Ms. Spalla made a motion to approve the agenda as amended, Mr. Berman 2nd, it was unanimously approved.
- Approval of Minutes – Mr. Berman made a motion to approve the minutes as presented, Mr. Coleman 2nd, they were unanimously approved.

I. Public Comment – There was no public comment

II. School Related Reports

- Head of School Report – Ms. Brinker presented the Head of School report
 - i. School tours were under way
 - ii. Student enrollment
 - iii. The need for a SPED director
 - iv. Professional development the staff had participated in since the last board meeting
 - v. GMAS practice was scheduled for March 4

- vi. MATH night was February 28th, turn out was low, leadership was considering methods to increase participation
- vii. Events around the school
- viii. Notified the board the state was planning to be at the school during testing for auditing
- Director of Operations Report – Ms. Perkins provided the report
 - i. The last rain brought water in from the roof, but other than that there have been no leaks
 - ii. Facility update
 - iii. All reports are up to date
 - iv. Before and after school update
 - v. Discussed budget plan
 - vi. Student have completed service projects for American Heart Association and stuffed animals for Children’s Hospitals.
- School Counselor Report - Aleceia Lyles – Reviewed her position with the board and what she saw as opportunities in counseling for the school

III. Financial Reports

- Monthly Financial Reports – The board reviewed the December financial report– Ms. Spalla made a motion to approve the financials and presented, Mr. Berman 2nd, they were unanimously approved
- Finance Committee report – Mr. Longino notified the board that the finance committee was meeting March 4th to start the budget process and would have a budget for their review at the next board meeting.
- DOE funding shortfall- Mr. Longino provided an update to the board regarding the DOE funding shortfall

IV. Committee Reports

- Academic Committee – Ms. Spalla provided a review of the Academic Committee meeting
- Governance Committee – Ms. Carden provided a report on the upcoming strategic planning session and the agenda.
- Operations Committee – Ms. Perkins provided an update,
 - i. Considering IT person
 - ii. Strategizing on how to best incorporate the recommended compliance log

V. Old Business

- CAP Plan response for SCSC Monitoring Visit – The board reviewed the SCSC Corrective Action Plan response. Ms. Spalla made a motion to approve the response, Mr. Berman 2nd, it was unanimously approved. Mr. Brinker was instructed to send to the authorizer as soon as it was ready.
- Strategic Planning Session – This was discussed during the Governance Committee report

VI. New Business

- CPF results – The board discussed the results and opportunities, Mr. Longino tasked the board committees with reviewing the result and creating a corrective action plan.
- Board Meeting schedule for remainder of FY19 (date and time) – The board agreed that they wanted a 2nd March meeting, Mr. Berman made a motion to schedule the next board meeting March 15, 2019 at 7am and the following meeting for April 16, 2019 at 6:30pm, with the understanding they the board could then decide on the May and June meetings, Ms. Spalla 2nd, it was unanimously approved.

- Fraud, Waste & Corruption Policy – Ms. Spalla made a motion to approve the policy, Mr. Berman 2nd, it was unanimously approved.
- Board Annual Operating Budget Approval policy – Mr. Berman made a motion to approve the policy pending grammatical corrections, Mr. Coleman 2nd it was unanimously approved.

VII. Next Meeting Date – March 15, 2019 7am

ADJOURNMENT Through consent, Mr. Longino adjourned the meeting at 8:55am

Cornell Longino, Board Chair

Date: _____

DRAFT