

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:
4/16/19	6:40pm	8:34pm	5/20/19	6:30pm	Lyn Carden
Meeting Location:					
International Academy of Smyrna Conference Room					

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

CALL TO ORDER 6:40pm

I. Administrative Functions

- Approval of Agenda – Ms. Spalla made a motion to approve the agenda and presented, Mr. Berman 2nd, unanimous
- Approval of Minutes – Ms. Spalla made a motion to approve the March 1st minutes as presented, Mr. Coleman 2nd, unanimous

II. School Related Reports

- Head of School Report – Ms. Brinker presented the Head of School report.
 - i. She told the board GMAS had begun and so far there had been no irregularities with all grades testing online
 - ii. She notified the board that 6 teachers were not returning
 - iii. K-2 Map testing complete for end of year reference
 - iv. Leadership was preparing for SCSC CPF presentation
 - v. The school had started staff members of the month
 - vi. She provided a list of upcoming events and activities that had recently taken place and through the remainder of the year (college and career week, fun run, pep rally, teacher appreciation week is May 6th)

- vii. She reminded the board that the school would be switching from Map to IReady for the fall for benchmark assessments, the costs were discussed.
- viii. The board requested an update on student numbers and tours.
- Director of Operations Report – Ms. Perkins presented the Director of Operations report. She told the board that even with the recent heavy rain the school had no leaks.
 - i. CPI Report – Complete, the remainder of reports are most completed and will be done in time to file.
 - ii. Ms. Perkins discussed advertising (social media) results. She recommended they continue with the social media advertising
 - iii. Service learning projects success included 270 stuffed animals and \$625 to American Heart Association and the next one is Armed Services week – the school will be collecting care boxes to send to service men and women.
 - iv. Enrollment Data – Updated 438 are actually enrolled and registered 48 kinder but 559 have indicated they were interested
 - v. Teachers are grateful for the laptops
- Ms. Boone complimented both school leaders for their hard work and the sense of community they have created at the school in their first year in these roles.

III. Financial Reports

- Monthly Financial Reports
 - Budget vs. Actual February review – Mr. Longino presented the February finances – Ms. Spalla made a motion to approve the financial report as presented, Mr. Coleman 2nd unanimous
 - Review FY 20 Budget proposal – Ms. White presented the proposed FY20 budget, the board discussed the revised allotment sheet release. The board discussed a line item on the proposed budget and agreed to issue an RFP for that vendor.
- Finance Committee report
 - CPF CAP – Mr. Longino reviewed the CPF CAP

IV. Committee Reports

- Academic Committee – did not meet
- Governance Committee
 - i. Strategic Planning Date – Ms. Boone notified the board that the 2nd strategic plan date had been set for after the June 20th board meeting.
 - ii. New board members updates – Nana updated the board on their search
 - iii. Ms. Boone notified the board that Ms. Nkumeh had sent notice earlier in the day of her resignation effective immediately.
 - iv. Ms. Boone told the board the annual Self-reflection survey would be sent to them in the next week and needed to be completed by the next board meeting so results could be discussed.
- Operations Committee
 - i. CPF CAP – Ms. Perkins presented operations committee report

V. Public Comment – No public comment

VI. Old Business – No old business

VII. New Business

- Commission presentation – Ms. Boone reviewed with the board the plan for those attending the SCSC CPF presentations
- Next year school calendar – Ms. Perkins presented a revised FY20 academic calendar – the board provided input and will vote at the next meeting.

- Board member recommitment – Ms. Spalla and Mr. Berman notified the board of their intent to not return at the end of their term (this year)
- Policy Review – Reduction in Force –Mr. Coleman made a motion to approve the Reduction in Force policy, Ms. Spalla 2nd, unanimous
- Review Revised Retention and Promotion Policy- Mr. Berman made a motion to approve the Retention policy revisions, Mr. Coleman 2nd, unanimous
- Revised Uniform Policy –Ms. Spalla made a motion to approve the revised Uniform policy, Mr. Coleman 2nd, unanimous

VIII. Executive Session – To discuss personnel (OCGA 50-14- 3(b)(2)) Ms. Spalla made a motion to close the board meeting and go into executive session to discuss personnel, Mr. Berman 2nd, it was unanimously approved at 7:59pm

IX. Mr. Coleman made a motion to return to the general session of the board meeting, Ms. Spalla 2nd it was unanimously approved at 8:30pm

X. Required Actions following Executive Session – There was no action

XI. Mr. Longino updated the board on his meeting with the teachers saying the teachers told him they felt happy and supported by new the leadership. He discussed with them the increased rigor and they said they are hearing about it from the parents.

XII. Next Meeting Date May 20, 2019 6:30pm

ADJOURNMENT – Ms. Spalla made a motion to adjourn, Mr. Berman 2nd it passed unanimously at 8:34pm

, Board Chair

Date: _____