

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:
8/19/19	6:17pm	7:49pm	9/16/19	6pm	Lyn Carden
Meeting Location:					
IAS					
Attended by:					
Cornell Longino Nana Boone Grant Coleman Javier Smith Brooke Parker Marie Davis, via telephone			Shaun Kerr, EIP Lyn Carden, EIP, via telephone		

CALL TO ORDER – 6:17pm

I. Administrative Functions

- Approval of Agenda – Mr. Longino notified the board that due to time considerations he would like to move the Executive Session up the agenda to after school related reports explaining that Ms. Boone had a conflict and would have to leave early. Ms. Boone made a motion to accept the agenda with the amendment, Mr. Coleman 2nd, unanimous.
- Approval of Minutes – Ms. Boone made a motion to approve the July minutes, Mr. Smith 2nd, unanimous

II. Public Comment- No public comment

III. School Related Reports

- Head of School Report – Ms. Brinker presented the Head of School Report.
 - i. The school has begun the year with IReady and reported that the teachers were very happy with it and Journeys
 - ii. Ms. Brinker reported on the professional development plan for the year adding that teachers are meeting twice a week to review data and a large focus this year is on mathematical practices
 - iii. The board discussed the team lead structure with Ms. Brinker
 - iv. The board asked about behavioral issues and Ms. Brinker indicated that early indication seem to show an improvement
 - v. Ms. Brinker discussed the RTI process and data night

- IV. **Executive Session** - To discuss personnel (OCGA 50-14- 3(b)(2)) & To discuss a legal matter (OCGA 50-14-2) Ms. Boone made a motion to close the meeting and adjourn into executive session to discuss personnel and a legal matter, Ms. Parker 2nd, it was unanimous at 6:41pm
- V. Mr. Smith made a motion to adjourn executive session and return to the open meeting, Ms. Parker 2nd it was unanimous at 7:36pm
- VI. **Required Actions following Executive Session** - none
- VII. **Financial Reports**
- Monthly Financial Reports – Mr. Longino provided the July financial report.
 - Mr. Longino told the board that the per-student revenue was slightly lower than was expected but was properly budgeted for.
 - Mr. Longino told the board school leadership had notified the finance committee that they were going to need to add 2 SPED teachers for this school year. The finance committee has identified money for the 1st teacher and instructed Ms. Brinker to hire one and is going through the budget to find the money now for the 2nd.
 - Finance Committee report – Mr. Coleman presented the finance committee meeting report telling the board they had made amendments to the current finance policy that would be presented later in the meeting as well as added the treasurer as a check signer with the bank.
 - CPF Matrix Worksheet – They reviewed the financial report of CPF matrix worksheet
- VIII. **Committee Reports**
- Academic Committee
 - i. GMAS report - Ms. Parker presented the Milestone results. She told the board the academic committee discussed the support of 6th grade support. She also told the board she suspected the school was missing points on the CCRPI was working with Ms. Brinker to determine the cause.
 - ii. LKES certification – Ms. Parker told the committee that both she and Ms. Davis had undergone the LKES certification training but there was a problem with the portal so they had not yet been able to take the test.
 - Governance Committee – No report
 - Operations Committee – Ms. Davis provided the Operations Committee report.
 - i. The school is still suffering from leaking issues so they ran a special test and have determined it is the HVAC that is causing the problem.
 - ii. Ms. Davis notified the board that all the documentation for the authorizer site visit has been filed.
 - iii. The committee discussed the organizational structure changes.
- IX. **Old Business**
- Renewal – Ms. Carden provided an update
 - Training dates – The board confirmed their training date of Oct 6th 9-4 was set
- X. **New Business**
- Proposed Revised Financial Policy – The board reviewed the proposed revisions to the schools Financial Policy. Ms. Parker made a motion to accept the policy as revised, Mr. Coleman 2nd, unanimous
- XI. **Next Meeting Date** September 16, 2019 6pm

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ADJOURNMENT Mr. Smith made a motion to adjourn the meeting, Mr. Coleman 2nd, is was unanimous at 7:49pm.

Cornell Longino, Board Chair

Date: _____

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