

## **COMMITTEE MEETING MINUTES**

**Committee: International Academy of Smyrna Operations Committee**

*Meeting need not be verbatim. These minutes are a brief summary of the events of the meeting.*

<b>Date:</b>	<b>Start</b>	<b>End</b>	<b>Next Meeting:</b>	<b>Next time:</b>	<b>Prepared by:</b>
1/14/20	4:08pm	4:39pm	2/11/20	5:45pm	Lyn Carden
<b>Meeting Location:</b>					
IAS					

<b>Attended by:</b>	
Marie Davis Zinta Perkins	Lyn Carden, EIP
<b>Highlights:</b>	

### **I. Roll Call**

### **II. Committee Update – None**

### **III. Old Business**

- Facility Review –
  - i. Ms. Perkins told the committee the school is still dealing with some water in the building. At this point each time there is a leak the school must bring out a contractor to trace, find and patch. They have one room that had some major damage and they will be replacing the carpet.
  - ii. Ms. Perkins told the committee that the school is using the facility grant, but is waiting on the safety grant until the renewal is complete
  - iii. The committee reviewed the requests for the safety grant including camera placement
  - iv. Ms. Perkins told the committee that the financial contractor was in the process of finishing the intact dashboard at which point she would be providing the committee with financial breakdown of facilities
- Renewal
  - i. Discussed timing of the interview and preparation

### **IV. New Business**

- Student Record Data Cleanse Report - complete
- School Climate Survey is Due to DOE – complete
- Parent survey sent out – Ms. Davis requested that the consulting team conduct a staff survey
- Deadline for LEAs to demonstrate comparability without penalty - complete

- Review Safety Drills – Ms. Perkins told the committee that fire drills were completed monthly, lock down and tornado drill completed 1<sup>st</sup> semester and a 2<sup>nd</sup> one is scheduled for 2<sup>nd</sup> semester.
- Facilities/Maintenance Plan and budget for next Year – When the financial consultants have completed the intact dashboard the information will be ready to create the budget.

**V. Next Meeting Date** February 11, 2020 5:45pm

**ADJOURNMENT**