

THE MAIN STREET ACADEMY

GOVERNING BOARD

RESCHEDULED REGULAR MEETING AGENDA
TUESDAY FEBRUARY 5TH, 2019 @7:00 PM

2861 LAKESHORE DRIVE

PROJECTED DURATION: 2 HOURS AND 31 MINUTES

WELCOME AND CALL TO ORDER 1 MIN

Once a quorum is established, the meeting will be called to the order.

APPROVAL OF AGENDA 5 MIN

So that there is agreement between board members on the agenda, and the amount of time spent on the meeting, the board shall vote to approve an agenda for the meeting. To the best of its ability, it will follow that agenda, and allow for the chair to move the board through the agenda as specified.

ACTIONS:

1. *Approve Agenda as presented.*

APPROVAL OF MINUTES 15 MIN

Approval of the November 27, 2018 Board meeting minutes.

ACTIONS:

1. *Motion: Approve the minutes of the November 27, 2018 Board meeting.*

PUBLIC COMMENT 10 MIN

Our Public Comment period is for members of the public to address the board. Each member of the public may sign up to comment at the meeting, and will be allotted two minutes. The board will listen, but may not directly respond to any comments.

Our meetings are open to the public and public record. As such, if your comment is about a private matter, please contact the board via email, or speak to the board chair privately.

FACULTY REPORT 10 MIN

This report comes from the staff elected faculty member to the board.

PTO REPORT 10 MIN

Report given by the PTO President

PTO Financials

BANK BALANCES:

Primary Business Checking Account - \$5,361.10

Business Savings Account #1 - \$3,977.00

Business Savings Account #2 - \$1400.75

PTO Expenses

- PTO purchased a 4-piece Drum Set for the Band Department - \$399.00
- PTO provided 6 gallons of water for the TMSA Student/Parent Holiday Luncheon - \$13.47
- PTO provided a Holiday Decoration picture frame for the Holiday Concert (parents and students could take selfies with the frame) \$10.59
- PTO provided coffee supplies for Ms. Harris' Coffee and Conversation "Growing Pains" on December 18, 2018 - \$20.26
- PTO provided 3 \$25 Visa Gift Cards (\$75 total) for the Holiday Door Decoration Competition
- PTO provided coffee and hot chocolate supplies for the Staff Holiday Hot Chocolate Bar on Thursday, December 20, 2018 (supplies, decorations, and gift bags \$84.28)
- PTO provided Full-Time (\$15) and Part-Time (\$10) TMSA Staff with Target Gift Cards for their annual Holiday Gift. Total amount spent was \$1405.00

PRINCIPAL REPORT 15 MIN

The school leader reports on the status of the school.

FINANCE COMMITTEE REPORT 15 MIN

This report is submitted by the Treasurer.

Financial Review

a) Alternative banking relationships are being explored due to lack of service from current bank. 3-5 options will be presented for comparison.

- Cany Yu, external CFO, recommended switching to Wells Fargo or Regions. Mrs. Yu was authorized to share the information needed about TMSA with these banks to obtain more specific information about services and rates.

- Mrs. Yu recommended a combination of savings and/or money market accounts with either Wells Fargo or Regions banks. Mrs. Yu was authorized to share the information needed about TMSA with these banks to obtain more specific information about services and rates.

b) Payroll error

- A part-time employee was overpaid and payroll deductions per pay period will be deducted until TMSA is paid in full. The error has been corrected and all employee classifications have been checked and verified so that this error does not occur again.

- All employee coding was checked and verified to ensure they are assigned to the proper employee class for accounting and budget purposes.

c) 2019 Annual State of Georgia Corporations Registration due April 1, 2019

- The report will be completed by Bridgett Bell prior to the February 2019 meeting.

d) 2018 Christmas Party Budget Update

- The Christmas party came in under budget at \$1,895.

e) YTD Financials (July 1, 2018-December 31, 2018)

- FY19 YTD Financials through December 31, 2018 were presented and discussed by Candy Yu of Avolon Accounting.

- Additional banking access is needed for the student activity account.

- In December, the budgeted income was \$808,000 and our actual income was \$715,000. We were under budget by \$93,000.

- In December, our budgeted expense was \$740,000 and our actual expense was \$637,000. We were under budget by \$103,000.

- In December, we have a surplus of \$178,000. The budgeted surplus was \$63,000. The YTD surplus is \$151,000.

- All budgeted items are being tracked and compared against the actual amounts in order to review variations as well as to compare against the previous year.

Fundraising, Sponsorship, & Grant Updates

a) New Grant Opportunities – Honda and NFL

- These grants were forwarded to the governing board for consideration.

Facility Improvements

- FY2019 Facility Grant Update

1. Completed retrofit and/or replacement of classroom doors with interior locking hardware.

2. Upgraded Raptor Technology Visitor Management and Emergency Management Systems. Undergoing training on new systems.

3. In the process of finalizing the design and installation of the safety vestibule and double entry door system of main school entrance to secure and control access.

- HVAC Updates – The units have been installed. Trouble shooting issues that have occurred.
- Capital Improvement Projects & Updates
- 1. Toilet partition replacement – In the process of selecting and finalizing the color of the partitions.

Next Meeting's Agenda (2/19/19)

1. Communications Committee – Request for funding for Communications Manager
2. Gym lightning upgrade – Request for funding

Items for Board Approval:

1. Gym floor covering - protection is needed for non-sporting events (i.e. spring play, band concerts, awards programs, etc.). Request to Finance Committee for funding not to exceed \$6,000. **(Voting item)**
 - Pending two cost proposals based on quality and ease of use, this item will be presented at the next governing board meeting.
2. Personnel Change Requests: Additional Para (PT) and RTI Math (FT) (Voting item)
 - A part-time Paraprofessional will be hired to work two days per week and a full-time RTI Math will be hired. Both positions will start upon board approval. **(Voting item)**

Added item for discussion: Request for rental use (files attached).

ACTIONS:

1. *Approve funding for gym flooring.*
2. *Approve hiring of part-time Paraprofessional and full-time RTI Math instructor.*

ACADEMIC & SCHOOL PERFORMANCE COMMITTEE REPORT 10 MIN

This report is submitted by the ASPC Chair.

The Academic & School Performance Committee met on Tuesday January 15th, 2019 @1:00 PM for what was scheduled to be a 1 hours and 41 minutes long meeting. Present: Dr. Marlon Tempro, Dr. Marclette Ellison, DeMarco Mitchell, Cheryl Parker, H. Champale Brown, Dr. Kelly Johnson Not Present: Jennifer Fine, Britton Batemon, Adam Adebisi, Helene Brown

The members considered the following items:

1. Welcome and Call to Order

2. Approval of Agenda

3. Approval of Minutes from Dec 11, 2018

4. School-wide Data Review

- 2018 ITBS Scores

Reading: This two-part test contains passages (both literary and information) that vary in length from a few lines to a full page. Questions may require students to draw inferences or to generalize about what they have read.

Written Expression: Some questions in this test focus on choosing the best or most appropriate way to express the ideas in a piece of writing. Other questions focus on the identification of the line of text that contains an error.

Conventions of Writing: A calculated score based on a weighted average on the Spelling, Capitalization, and Punctuation tests.

Vocabulary: This test measures reading vocabulary. Each question presents a word in the context of a short phrase or sentence, and students select the answer that is the closest synonym for that word.

Mathematics: This test is administered in two parts. Students demonstrate an understanding of number sense and operations, algebraic patterns, data analysis, probability, statistics, geometry, and measurement.

Computation: In this test, questions emphasize addition, subtraction, multiplication, or division using whole numbers, fractions, or decimals. Students must solve a problem and compare their answers with the choices given.

Social Studies: In this test, questions emphasize the interpretation of social-studies related materials. Content includes the areas of history, geography, economics, and civics and government.

Science: This test emphasizes the methods and processes used in scientific inquiry. Students demonstrate knowledge of life science, earth and space science, and physical science.

5. 2019-2020 School Calendar

- Review options to present to Governing Board at January 29th meeting

The committee selected 3 calendars (see attached files).

- Select stakeholder survey dates

February 1 - 8, 2019

Survey will not include comments.

6. Academic & School Needs

- After School Tutorial

Will be offered for content mastery to grades K-8.

Tuesday, Wednesday, and Thursday

Parents will be notified if their child needs to attend based on specific content domains.

· Saturday Academy

Will be offered for Georgia Milestones preparation to grades 3-8 only.

Parents will be notified if their child needs to attend based on specific content domains.

7. Committee Meeting Dates

8. Gov. Board Luncheon for 8th Grade

9. Future Business

Professional Development Opportunities/Calendar

The committee considered 3 motions, of which 3 passed, and 0 failed:

1. Approve the agenda with amendments. (passed)
2. Approve the minutes as submitted (passed)
3. I motion the Academic and School Performance committee meeting dates change to the second Monday of every month beginning February 2019. (passed)

The meeting adjourned at 2:30 PM

GOVERNANCE COMMITTEE REPORT 15 MIN

This report is submitted by the Governance Committee Chair.

COMMUNICATIONS REPORT 15 MIN

This report is submitted by the communications chair.

PRESIDENT'S REPORT 15 MIN

This report is made by the governing board President.

1. Re-chartering preparation. Current school charter term is July 1, 2015- June 30, 2020
 - Conversation with Thomas van Soelen and Associates on October 24, 2018 to discuss scope of services and budget.
 - Establishment of Re-Charter petition task force and regular meeting schedule with anticipated submittal in June 2019.
 - Principal Parker to begin compiling year-by-year performance data for required Accountability spreadsheet
1. Establishment of short, weekly Risk Management calls with President , Vice President, Principal and Director of Business Operations
2. Committees to establish no more than 5 measurable goals to present and ratify at the October Board meeting

3. Recruitment for Board and Committee positions. Emphasis on candidates with education/academic backgrounds. This should be a focus of Governance Committee.

FUTURE BUSINESS 15 MIN

This is to add new business to next month's agenda.