

# THE MAIN STREET ACADEMY

## GOVERNING BOARD REGULAR MEETING MINUTES TUESDAY JUNE 25TH, 2019 @7:00 PM

2861 LAKESHORE DRIVE

PROJECTED DURATION: 2 HOURS AND 46 MINUTES

### ATTENDANCE SUMMARY

<b>Name</b>	<b>Status</b>	<b>Arrival Time</b>	<b>Departure Time</b>
Erin Rodgers	present	On Time	At Adjournment
Dr. Olamide Moore	not present		
Farrah Brown	present	On Time	At Adjournment
Jennifer Fine	present	On Time	At Adjournment
Chandra Graves	not present		
Rebecca Dearolph	present	On Time	At Adjournment
Cheryl Parker	present	On Time	At Adjournment
Bridgett Bell	present	On Time	At Adjournment
Britton Bateman	present	On Time	At Adjournment
Heather Wells	not present		
Dr. Kelly Johnson	present	On Time	At Adjournment
Kristal Ramirez	not present		
Carla Wagner	not present		
Mitch Foster II	not present		
Kelly Brokenburr	not present		
Satonja Gilbert Scott	not present		
Kristin Jackson	not present		
Willie G. Davis, Jr.	not present		
Dr. Olamide Moore	not present		

### WELCOME AND CALL TO ORDER

Board Chair Jennifer Fine called the meeting to order at 7:09 pm.

## APPROVAL OF AGENDA

Rebecca Dearolph requested an amendment to the Agenda to include the annual vote for Board Officers in the Governance Committee section.

### **Passed Motion:**

To amend the Agenda to include the annual vote for Board Officers.

By: **Dr. Kelly Johnson** Seconded by: **Rebecca Dearolph**

### **Discussion:**

There was no notable discussion on the motion.

### **Passed Motion:**

To approve the agenda as amended.

By: **Jennifer Fine** Seconded by: **Rebecca Dearolph**

### **Discussion:**

There was no notable discussion on the motion.

## PUBLIC COMMENT

None.

## FACULTY REPORT

No report was given.

## PTO PRESIDENT REPORT

No report was given.

## PRINCIPAL REPORT

Presenter Principal Parker:

School wide data: Milestones data is not finalized. Data planned for new year, ideas, intervention, innovations. Students milestones retake during the summer. Results are in data has not been analyzed.

Schedule are being revamped because of reading levels for students that are remediation. K2- different daily specials. Grades 3-8 2 Blocks schedules.

Communications will be drafted to the parents to explain schedule. Estimate of students community is 10% of the population.

Yondr the solution for limited cell phone usage during the school hours. The phones are given and locked in a secured device daily. The proposal to protect brand.

Hiring Instructional staff. 2 persons presented offers and offers have been be rescinded by the applicant. 7 to 9 candidates. In all grades levels are in with the except of grades of K, 3, 5.

Summer Professional Development- Educators are taken advantage of courses. STEM makers space attendees Dr. Tempo, Prinicipal Parker and Brown.

Space capacity has met the capacity of the school. The basement has been explored. 4 classrooms spaces are needed,( EIP Math, Instructional Coach, Spanish, Tag Resource Teacher) Portables are needed.

Britton Bateman recommended referrals of other administrators.

Non Instructional staff- Social Worker- posted, Curriculum and Instruction, Literacy Coach, AP posted by end of the week.

August 5th Open House - 1-8 with exception of Kindergarten, tentatively July 20th.

Staff return July 29th- Board to Greet and Meet New staff requests board to sponsor breakfast and lunch. July 24th- New to staff to arrive.

Cafeteria Manager staff hired and Ms. Mooney is helping to transition.

Leader in Me training to new staff.

Ms. Stewart Leader in Me professional development.

## FINANCE COMMITTEE REPORT

### Financial Review

1. FY19 YTD Financials
2. FY20 Budget - Not received budget from the state.
3. Teacher/Staff Contracts Update and issued and signed off.

4. Paras and part-time food staff changes to required calendar work days- **Voting item**

## Facility Improvements

1. Stairwell treads – summer project
2. Logo for Storefront and Gate
3. Water Fountains upgrades (Quote is \$26k for 11 units w/water filters for water bottles; Silent Auction wants to pay half)

## Other Items for Discussion

1. Request to lease Yondr cell phone pouches for the upcoming school year
2. Finance performance objectives
3. Debt reduction of Mortgage and HVAC by 50% in five years
4. Retain 6 month's reserve in maintaining our financial stability
5. Basement renovation to enhance academic excellence to allow classroom space for Specials classes, i.e. Spanish, Technology, etc.
6. 2:1 Ratio in K-3 grade levels by adding a Para Professional to each classroom grade level in supporting academic needs
7. We are currently using a matrix to measure our financial goals monthly to ensure we're meeting our finance goals.

Moved \$500K to Wells Fargo and interest has started to accrue.

### **Passed Motion:**

Approve the change to Fulton County 190 days of work pay scale for all part-time Para professionals and food staff.

By: **Bridgett Bell** Seconded by: **Jennifer Fine**

### **Discussion:**

There was no notable discussion on the motion.

### **Passed Motion:**

Approve pay increases for part-time food staff not to exceed \$4,000.

By: **Bridgett Bell** Seconded by: **Farah Brown**

### **Discussion:**

There was no notable discussion on the motion.

### **Passed Motion:**

Approve the request to lease 400 Yondr cell phone pouches for 1 year not to exceed \$8500 (FY19 budget)

By: **Bridgett Bell** Seconded by: **Dr. Kelly Johnson**

**Discussion:**

Erin abstain

**Passed Motion:**

Authorize expending up to \$20,000 on the replacement of all 11 water fountains with proceeds coming from the remaining funds in the Silent Auction line item which is approximately \$17,000 and the balance from the TMSA general budget.

By: **Bridgett Bell** Seconded by: **Jennifer Fine**

**Discussion:**

There was no notable discussion on the motion.

## COMMUNICATIONS REPORT

Updates:

Staffing:

- Communications Manager position will be posted by July 1st.
  - Due to critical Communications needs the Communications Committee requested to extend the contract of Ariana Thomas, Flylight 30 days with the right to extend additional services as needed. The preliminary services are below. The recommended changes are: (See Attachment)
1. The proposal is approved for 60 days with the option to renew for another 30 days
  2. The amount is \$2500 per month **(Voting Required under Finance)**

Move the following to July:

1. Support Communications Manager Recruitment and On-boarding
  2. Develop and manage process for faculty/staff/PTO to request marketing and communications support with promotions and advertising.
  3. Training: Communicating with Parents (For Faculty and Staff)
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- Mascot - Results are The Main Street Academy JETS **(Voting Required)**
  - Content for printed collateral - Waiting on Content for Infographics

Upcoming

- Survey (Summer 2019) Will be distributed Friday, June 22nd

- Day 1 Readiness
- Communications Training Calendar (Summer 2019)
- Content for printed collateral - Waiting on Content for Infographics data

**Passed Motion:**

Approval of the Jets as the new TMSA mascot.

By: **Farrah Brown** Seconded by: **Bridgett Bell**

**Discussion:**

There was no notable discussion on the motion.

**Passed Motion:**

Approve the extension of the contract for communications for 60 days at \$2500 per month with the option to renew for 30 additional days pending vendor approval of suggested changes.

By: **Farrah Brown** Seconded by: **Jennifer Fine**

**Discussion:**

There was no notable discussion on the motion.

## GOVERNANCE COMMITTEE REPORT

Governance Committee - voted in new members in May. Training material for all new members and Training. Backgrounds check, conflict of interest. New members. On-boarding of new board members. Committees members recommended a chair.

**Passed Motion:**

Motion to approve Board Officers for the 2019-2020 school year- President, Vice-President, Secretary, Treasurer.

By: **Jennifer Fine** Seconded by: **Rebecca Dearolph**

**Discussion:**

President- Jennifer Fine, Vice- President - Britton Bateman, Secretary- Santonia Scott, Treasurer- Bridgett Bell

## ACADEMIC & SCHOOL PERFORMANCE COMMITTEE REPORT

Same as principal report.

# PRESIDENT'S REPORT

## Recharter Petition Status

- Working Group call/meeting 6/25
- Anticipate submitting petition in July

## Board Mix and Mingle

- 7/15 or 7/16 (all Board members current and new vote for preferred date via Doodle poll)
- Kupcakerie in East Point. 7:00-9:00 p.m.

Celebration of Erin Rodgers for her dedicated service to the TMSA Board for 4 years and for being a crucial member of the Finance Committee during that entire time.

# EXIT REGULAR MEETING

Motion to exit regular meeting to enter into Executive session 8:29p.

## **Passed Motion:**

To exit the regular meeting and enter into Executive Session for a personnel item.

By: **Jennifer Fine** Seconded by: **Bridgett Bell**

## **Discussion:**

There was no notable discussion on the motion.

# EXECUTIVE SESSION-PERSONNEL

Executive Session for a personnel item began at 8:34pm

## **Passed Motion:**

Motion to exit Executive Session and return to Regular Session.

By: **Bridgett Bell** Seconded by: **Jennifer Fine**

## **Discussion:**

There was no notable discussion on the motion.

# RETURN TO REGULAR MEETING

The regular meeting resumed at 8:50 pm.

The Board confirmed the discussion points from Executive Session.

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**Passed Motion:**

Motion to approve changing the title of the Director of Business Operations position to Vice President of Operations and changing its reporting structure to now report directly to the TMSA Governance Board.

By: **Jennifer Fine** Seconded by: **Bridgett Bell**

**Discussion:**

There was no notable discussion on the motion.

## ADJOURN

The meeting was adjourned at 9:05 p.m.

**Passed Motion:**

To adjourn the meeting.

By: **Farah Brown** Seconded by: **Britton Bateman**

**Discussion:**

There was no notable discussion on the motion.