

THE MAIN STREET ACADEMY

GOVERNING BOARD REGULAR MEETING MINUTES TUESDAY AUGUST 27TH, 2019 @7:00 PM

2861 LAKESHORE DRIVE

PROJECTED DURATION: 2 HOURS AND 1 MINUTES

ATTENDANCE SUMMARY

Name	Status	Arrival Time	Departure Time
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	10 Minutes Late	At Adjournment
Heather Wells	present	On Time	At Adjournment
Dr. Kelly Johnson	not present		
Kristal Ramirez	present	On Time	At Adjournment
Carla Wagner	present	On Time	At Adjournment
Mitch Foster II	present	On Time	At Adjournment
Satonja Gilbert Scott	present	On Time	At Adjournment
Kristin Jackson	present	On Time	At Adjournment
Willie G. Davis, Jr.	present	On Time	At Adjournment
Kelly Brokenburr	present	On Time	At Adjournment
Dr. Olamide Moore	present	On Time	At Adjournment

WELCOME AND CALL TO ORDER

The meeting will be called to the order by the Board President.

Passed Motion:

Meeting called to order at 7:04

By: **Jennifer Fine**

Discussion:

There was no notable discussion on the motion.

APPROVAL OF AGENDA

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.

Passed Motion:

Approve the agenda as submitted

By: **Mitch Foster II** Seconded by: **Heather Wells**

Discussion:

There was no notable discussion on the motion.

APPROVAL OF MINUTES FROM JUL 30, 2019

Passed Motion:

Approve the minutes as submitted

By: **Heather Wells** Seconded by: **Willie G. Davis, Jr.**

Discussion:

There was no notable discussion on the motion.

GOVERNANCE COMMITTEE REPORT

The Governance Committee met on August 20, 2019.

Items for discussion with Governing Board:

1) discuss language for board email blast:

Recharter status

Scoreboard status

Stairs retread status

The email serves as the effort of the board to be more intentional with communications with all our stakeholders.

Each month we'd like to introduce one of your board members.

List a few bio items

2) confirm board training dates: 9/21 is best date. If unable to attend TMSA will provide webinar links to be completed by end of year. Communicate with Jeff Homen regarding training items and agenda

3) new business

Governance will meet after training on 9/21, Governance committee will edit website calendar to reflect same.

Voting Item

Recommendation to amend the Governing Board Bylaws, Section 2.4, to include TMSA Board statement of diversity:

"TMSA strives to match the Board's racial diversity to the racial diversity of the students, faculty and staff of the school."

Passed Motion:

The approve amending Section 2.4 of Governing Board Bylaws to include the following language: "TMSA strives to match its Board's racial diversity to the racial diversity of the students, faculty and staff of the school."

By: **Jennifer Fine** Seconded by: **Kristin Jackson**

Discussion:

There was no notable discussion on the motion.

PRESIDENT'S REPORT

This report is made by the Governing Board President.

Principal Parker, Virginia Smith and Jennifer Fine attended the Georgia Charter School Association's State of Charter Schools seminar on August 19, 2019. Information about current and proposed state legislation affecting charter schools, academic performance/testing, charter petition submittals and anticipated changes to the process were discussed.

The TMSA Petition for Recharter will be submitted in mid-September. Our consultant, Thomas Van Soelen, Dr. Robert Baker (Board President during second charter petition), Noel Mayeske (previous TMSA board member), Heather Wells, Jennifer Fine, Virginia Smith and Principal Parker have been hard at work over the past several months compiling the dense data and narrative to create a compelling submittal. Fulton County Schools and the state Board of Education will be reviewing the documents and scheduling the required interview with the TMSA Governing Board. We all need to be well-versed in the information presented in the petition, with particular emphasis on the Board's organizational, financial and academic goals.

Review and discussion of charter petition submittal. Any discussion of Decision Making Matrix which was approved by the Board at its July meeting.

Voting Item

Authorization to approve submittal of charter petition and Decision Making Matrix to FCS and State BOE.

Passed Motion:

To approve submittal of Charter Petition and Decision Making Matrix to FCS and State BOE.

By: **Mitch Foster II** Seconded by: **Britton Bateman**

Discussion:

Charter Petition details provided by contractor. Shared petition is in 3 main parts: 1. Academics; 2. Operations; 3. Financials

Andrea Gatewood offered conducting the petition interviews at TMSA in October. Submit dates to Shi and reserve two hours for interviews.

PTO REPORT

@Chandra Graves shared:

- Large attendance at first meeting; over 200 attendees. Membership steadily growing
- Spirit T-shirts for sale: Fun Friday's Last Friday of each month. Students can wear the shirt.
- Selling Chocolate Candy
- Skate Town- September 27th

FACULTY REPORT

@Dr. Olamide Moore shared teachers loved the support of the Board Members at the open house.

@Cheryl Parker shared teachers appreciated Board Members calling and welcoming them to TMSA

FINANCE COMMITTEE REPORT

The Finance Committee met on Tuesday August 20th, 2019

PTO Report

Financial Review

1. Banking option - a decision will be made at the September finance meeting.
2. HVAC Balance - Virginia Smith will review the balance and determine the payment that will be made.
3. FY19 Audit update - the audit has started and is on target for completion. There are no significant issues at this time.
4. FY20 Budget update - an adjustment will be made to the food service budget to allocate over 10 months (September - June).

Facility Improvements

-No updates

Other Items

Purchase of uniforms (20 tops and 20 bottoms) for soccer and volleyball. Basketball and track uniforms might also be needed at a later date. The soccer uniforms cost \$900 and volleyball cost \$1,056.

- The APS committee determined all sports must be a Fulton County Schools sport.
- Principal Parker was asked to provide the total cost for uniforms for all four sports (soccer, volleyball, basketball and track) to determine the budget impact.

TRS issues were discussed.

COMMUNICATIONS REPORT

Updates for the board meeting:

- Marketing collateral has been completed
- Community Survey Results are completed (240 respondents)
- Staff Survey Results (staying open until August 12 to allow returning staff to respond)
- Website updated
- RFP is still open until August 15
- Communications training on Thursday, August 1
- Mascots Results rolled out with Video Announcement
- One person inquire about the RFP - Posted on design freelance sites, and will repost
- Day One Readiness and Communication
- New Marketing Communications Mngr has been hired

Communications Training:

1. - Activity
 2. - Review ReBrand Deck
 3. - Talk about the new comms mngr coming in and more processes rolling out in the first 9 weeks
 4. - Review Communications Policy
 5. - Communicating with Parents + Colleagues Scenarios (2 colleague/admin; 2 parents)
- 24 hour response time
 - Lead with Consideration and Kindness
 - Listen first, respond later. Customer Service is key!
 - Customer Service and Communications is a key focus for the Governing Board at all levels.
 - We are all Brand Ambassadors for TMSA. Be the brand (value proposition).
 - Platforms currently using: Edlio, Class Dojo
 - 1. - Hands-on Edlio Teacher Pages training
 - Creating your page

- Contact lists and emailing parents
- Standard info for parents with weekly updates

Additional

Important Updates

- Communications Manager - Hired, Lisa Simon - The effort of on-boarding is in process

Communications

- Survey - (Summer 2019) Completed for both families and staff. A report results will be discussed within the board
- Communications Training for staff is anticipated to happen for August.

Marketing and Branding

- Mascot -RFP deadline has been extended until the end of this week and so far there has been 4 responses
-
-
- Voting for Stakeholders

Recharter

- **Providing updates and documents to support the process**

Projects

- Website updates - Continuous efforts to update website with current information

ACADEMIC & SCHOOL PERFORMANCE COMMITTEE REPORT

@Dr. Kelly Johnson- School Data forthcoming in September

@Cheryl Parker shared Schoolwide Improvement Plan and compared incoming data to re-access. Will put forth a schoolwide improvement plan in September. Meeting the second Monday in September (9/9) at 4:30; Will have the document to Board Members for review by (9/12)

Working on Safety Plan to make sure it is current with DOE template standard

PRINCIPAL REPORT

The school leader reports on the status of the school.

To be consistent with Fulton County School's August 22, 2019 decision to make March 24, 2020 a workday for teachers and staff due to the presidential primary, Principal Parker is requesting the same calendar change to TMSA. **Voting Item**

Actions related to how this might impact additional discretionary days and the communication to parents, students and teachers will be discussed.

@Cheryl Parker shared:

- 861 Students enrolled in Infinite Campus; remaining students to be added.
- TMSA closed 8/30/19
- College Day 8/29
- Grandparents Day 9/6
- Teacher Workday- March 24th, 2020; Align TMSA calendar to reflect the Fulton County Teacher Workday

Passed Motion:

o approve changing March 24, 2020 to a teacher and staff work day due to the presidential primary. Students will not have class.

By: **Jennifer Fine** Seconded by: **Mitch Foster II**

Discussion:

There was no notable discussion on the motion.

FUTURE BUSINESS

@Heather Wells will coordinate with Virginia and Jeff to get New Board Member training available to those unable to attend 9/21

@Mitch Foster II shared the next Board Meeting scheduled for Monday, 9/30. Need to reschedule to the last Tuesday of the month

THE MEETING WAS ADJOURNED

The meeting adjourned at approximately 8:29 pm

Passed Motion:

Motion to adjourn

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

Discussion:

There was no notable discussion on the motion.