

THE MAIN STREET ACADEMY

GOVERNING BOARD REGULAR MEETING AGENDA TUESDAY JUNE 30TH, 2020 @7:00 PM

2861 LAKESHORE DRIVE

PROJECTED DURATION: 2 HOURS AND 32 MINUTES

CONFERENCE CALL INSTRUCTIONS 15 MIN

The meeting will be held using Zoom.

1. You may download the Zoom app to our phone or computer.
2. You may access the Zoom meeting using the link below.
3. You may call-in to the Zoom meeting using the call-in information below.

Zoom meeting ID: 915-012-8622

Password: tmsa (lower case)

Link: www.tinyurl.com/tmsazoom

Call-in: 646-568-7788 or 415-762-9988

WELCOME AND CALL TO ORDER 1 MIN

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 the amended agenda.*

APPROVAL OF MINUTES FROM MAY 26, 2020 5 MIN

ACTIONS:

1. *Approve the minutes as submitted*

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.

PRINCIPAL REPORT 15 MIN

Report attached provided by Principal Parker.

1. TMSA/Fulton County Schools Re-opening
2. As we make final plans for the return to school for the 2020-2021 school year, administrator is recommending a change to the calendar. August 4 through 7 would be designated as Professional Development Days with school planned activities to prepare staff for safety and instructional strategies related to COVID-19. August 10 would be a teacher work day. This change would move the First Day of School to August 11, 2020. **Motion Statement:** I move that The Main Street Academy Governing Board approve the revisions to the 2020-2021 school year calendar for action.

ACTIONS:

1. *Amend the 2020-2021 school year calendar to move the first day of school to August 11 and to designate August 4-7 as Professional Development Days with school planned activities to prepare staff for safety and instructional strategies related to COVID-19.*

FINANCE COMMITTEE REPORT 30 MIN

1. PTO Financials: None were submitted to Finance.
2. FY20 Financials:
3. **Executive Summary:** Focus was on the PPP funds.
4. **Challenges:** None.
5. **Recommendations:** None.
6. **Financial Statements:** Monthly budgeted income is \$751k and our actual income is \$681k. The main reason for being below budget is the ASP and SNP refunds as well as decrease in fundraising due to school closure. Monthly budgeted expense is \$670k and our actual expenses are \$531k. The main reason for being below budget is the decrease in curriculum, student activities, security, and school nutrition program due to school closure. Monthly budgeted net surplus is \$81k and our actual surplus is \$79k. Due to school facility closure, the reduction in monthly operational expenses contributed heavily to the additional budget surplus. YTD budgeted net surplus is \$427k, and our actual surplus is \$432k. Net surplus is above budget mainly due to \$250K of capital outlay reserves in the YTD budget, additional revenue from E-rate & Connections for classrooms.
7. **Budget** - FY21 budget was approved in April.
8. **Cash Flow** - Cash bal. is \$4.6M which is 233 days cash on hand and 11 months of expenses for this fiscal year at this time based on SCSC calculations. Based on our prior 12 months of expenses, we have 208 days cash on hand.

9. **Debt:** \$987,800 PPP Loan funded May 13th, and currently recognized as short-term liability until loan waiver is issued.
10. **System:** NA
11. **Banking:** NA
12. **Others:** (Audit)
13. FY21 Budget Updates
14. Basement RFP update
15. Facilities grant and capital improvement updates

FACULTY REPORT 10 MIN

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

COMMUNICATIONS REPORT 15 MIN

This report is submitted by the communications chair.

Supporting School for re-opening:

1. COVID- Reopening plans families and staff
2. Schedule
3. Uniforms - Complimentary face mask
4. Existing and New Student Orientation/ Meet Teacher/ Welcome to TMSA Day 1, School Preparation (Supply List) and
5. Existing and New Staff
6. Logistics - Maps, Digital signage
7. Administration: Lunch, Media Release, COVID acknowledgement, calendar, Technology for staff and students, Who to contact, Yonder, Sick Policy. Infinite Campus,
8. FAQ
9. Updating policy documents
10. Communicating with new and existing families

Reporting + Tracking:

1. Starting August Lisa will provide a detailed digital and Marketing performance tracking report

Social Media Communication Policy:

1. Plan to create a Social Media Policy
2. Creating a process to identify users for TMSA Main Page, TMSA PTA and Alumni Page

Year 10 Marketing Efforts

1. Theme
2. Fundraising Efforts

3. Create a Marketing Plan

Marketing and Communications Training for 2020-2021

1. Propose to train during planning week.

ACADEMIC & SCHOOL PERFORMANCE COMMITTEE REPORT 15 MIN

This report is submitted by the ASPC Chair.

GOVERNANCE COMMITTEE REPORT 10 MIN

This report is submitted by the governance committee chair.

The Governance Committee met on June 19. The following items were discussed, including one voting item:

- Acknowledgement of the dedication and service of Tracie Greene and outgoing TMSA Board members.
- Recommendation to elect Mr. Abdul Salaam to the TMSA Governing Board.
- General discussion on reopening plan:
 - Status/results of recent survey
 - Can TMSA accommodate the same virtual options as FCS?
 - Possibility of webcams in classes. Structuring recorded lectures, then set a time for interactive questions. How many lessons per week?

ACTIONS:

1. *Elect Mr. Abdul Saleem to the TMSA Governing Board.*

PRESIDENT'S REPORT 15 MIN

This report is made by the governing board President.

- Budgetary, policy, procedural items related to 20-21 school year reopening
- Status of Charter renewal
- SY 2020-2021 Board leadership

FUTURE BUSINESS 5 MIN

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

ADJOURN 1 MIN