

THE MAIN STREET ACADEMY

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

2861 LAKESHORE DRIVE

PROJECTED DURATION: 2 HOURS AND 32 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	On Time	At Adjournment
Heather Wells	present	On Time	At Adjournment
Dr. Kelly Johnson	present	On Time	At Adjournment
Kristal Ramirez	present	On Time	At Adjournment
Carla Wagner	not present		
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
Ishmael Abdul-Salam	not present		

WELCOME AND CALL TO ORDER

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 amended agenda.

By: **Mitch Foster II** Seconded by: **Kelly Brokenburr**

Discussion:

There was no notable discussion on the motion.

Passed Motion:

Amend the agenda to move the Governance report to immediately follow Public Comment..

By: **Willie G. Davis, Jr.** Seconded by: **Jennifer Fine**

Discussion:

There was no notable discussion on the motion.

GOVERNANCE COMMITTEE REPORT

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?

Passed Motion:

Elect Mr. Abdul Saleem to the TMSA Governing Board.

By: **Kristal Ramirez** Seconded by: **Willie G. Davis, Jr.**

Discussion:

There was no notable discussion on the motion.

FINANCE COMMITTEE REPORT

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

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

COMMUNICATIONS REPORT

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

This report is submitted by the ASPC Chair.

PRESIDENT'S REPORT

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

1. Policy updates from Communications

THE MEETING WAS ADJOURNED

The meeting adjourned at approximately 9:37 pm

Passed Motion:

Motion to adjourn

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

Discussion:

There was no notable discussion on the motion.

APPROVAL OF MINUTES FROM MAY 26, 2020

Passed Motion:

Approve the minutes as submitted

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

Discussion:

There was no notable discussion on the motion.

PUBLIC COMMENT

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.

There was no public comment.

PRINCIPAL REPORT

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. This change would move the First Day of School to August 11, 2020 to be responsive to the Governor's Order. **Motion Statement:** I move that The Main Street Academy Governing Board approve the revisions to the 2020-2021 school year calendar for action.

Passed Motion:

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.

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

Discussion:

There was no notable discussion on the motion.

