

THE MAIN STREET ACADEMY

GOVERNING BOARD REGULAR MEETING MINUTES TUESDAY AUGUST 31ST, 2021 @7:00 PM

2861 LAKESHORE DRIVE

PROJECTED DURATION: 2 HOURS AND 50 MINUTES

ATTENDANCE SUMMARY

| Name | Status | Arrival Time | Departure Time |
|-----------------------------|---------------|---------------------|-----------------------|
| Satonja Gilbert Scott | present | On Time | At Adjournment |
| Kristin Jackson | present | On Time | At Adjournment |
| Willie G. Davis, Jr. | present | On Time | At Adjournment |
| Heather Wells | present | On Time | At Adjournment |
| Jennifer Fine | not present | | |
| Farand Dolland | present | On Time | At Adjournment |
| Ishmael Abdul-Salam | present | On Time | At Adjournment |
| Chanel Recasner | present | On Time | At Adjournment |
| Dr. Kimberly Walker-Browner | present | On Time | At Adjournment |
| Gayla Graves | not present | | |
| Terra Person | not present | | |
| Brittany Dunn | present | On Time | At Adjournment |
| Bridgett Bell | present | On Time | At Adjournment |
| Mitch Foster II | present | On Time | At Adjournment |
| Carla Wagner | present | On Time | At Adjournment |
| Kristal Ramirez | present | On Time | At Adjournment |
| Ishmael Abdul-Salaam | not present | | |
| Lisa Simon | not present | | |

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 amended.

By: **Mitch Foster II** Seconded by: **Kristin Jackson**

Discussion:

There was no notable discussion on the motion.

Passed Motion:

Amend the agenda to move the finance committee report to follow the basement project update and report.

By: **Mitch Foster II** Seconded by: **Bridgett Bell**

Discussion:

There was no notable discussion on the motion.

APPROVAL OF MINUTES FROM JULY 27, 2021

The Governing Board met on Tuesday July 27th, 2021 @7:00 PM for what was scheduled to be a 3 hours and 5 minutes long meeting. Present: Bridgett Bell, Kristal Ramirez, Satonja Gilbert Scott, Willie G. Davis, Jr., Mitch Foster II, Carla Wagner, Heather Wells, Ishmael Abdul-Salam, Chanel Recasner, Kim Walker, Brittany Dunn Not Present: Kristin Jackson, Jennifer Fine, Farand Dolland, Gayla Graves, Terra Person The members considered the following items: 1. Approval of Agenda 2. Approval of Minutes from July 9, 2021 3. Approval of Minutes from June 29, 2021 4. Public Comment 5. Principal Report 6. Academic & School Performance Committee Report 7. Faculty Report 8. Finance Committee Report 9. Governance Committee Report 10. President's Report 11. Executive Session 12. Future Business The committee considered 17 motions, of which 17 passed, and 0 failed: 1. Approve the agenda as submitted (passed) 2. Approve the minutes from July 9, 2021 (passed) 3. Approve the minutes from June 29, 2021 (passed) 4. Move to executive session at 10:13PM (passed) 5. Move to exit executive session at 10:31PM (passed) 6. Approve up to \$15,000 for urgent grounds maintenance with the current vendor. (passed) 7. Approve proposed ASP monthly rate adjustment across the board, remove the service fee from the before care and after care programs and continue the three fee waivers for late fees (not monthly fees). The emergency rate is \$50 per emergency plus \$25 registration fee for the first emergency and \$50 for each additional emergency within the school year. (passed) 8. Move to extend the current janitorial service contract through December 31, 2021 and increase from 2.5 full-time personnel to 4 full-time personnel, one of which is a supervisor with a communication device. (passed) 9. Publish the 2021-2022 Student Handbook with the outlined modifications discussed during tonight's meeting. (passed) 10. Motion to Approve the Reimbursement Policy that allows up to 5,000.00 of available funds annually (amount not published in handbook) for up to \$500.00 of reimbursement funds per individual, annual request. (passed) 11. Motion to appoint Bridgett Bell to serve as board secretary for 21-22. (passed) 12. Motion to ratify Mitch Foster, II as board Treasurer for 21-22. (passed) 13. Approve Mitch Foster, II to continue as Vice Chair of the Board for 21-22. (passed) 14. Elect Kristal Ramirez as second Vice Chair of the board for 21-22. (passed) 15. Move that Heather Wells remain the president of the board for 21-22. (passed) 16. Ratify the ASPC co-chairs: Willie Davis and Kristin Jackson for 21-22. (passed) 17. Ratify Kristal Ramirez as chair of the Governance Committee for 21-22. (passed) The meeting adjourned at 10:32PM

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 (2) 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.

BASEMENT PROJECT UPDATE AND REPORT

This report was given by Mr. Herbert Humphries of MetroCorp Development and is attached.

FINANCE COMMITTEE REPORT

Monthly Financials Update

Staff Recruitment Update

FY21-22 Budget Amendment (4 New Positions)

After School Program - Reduced Service Adjustment

Facilities Update

Passed Motion:

Motion to approve change order with contractors for the basement project not to exceed \$5,000.

By: **Mitch Foster II** Seconded by: **Bridgett Bell**

Discussion:

There was no notable discussion on the motion.

Passed Motion:

Motion to approve updated FYI 21-22 budget to add 3 new positions:

1. Temp - Nurse's Assistant
2. Specials Teachers (2) - {\$40,000 provided by Cares Act II Funding}

By: **Mitch Foster II** Seconded by: **Bridgett Bell**

Discussion:

Objection: Willie Davis

Passed Motion:

Motion to approve updated FYI 21-22 budget to add Operations Manager position.

By: **Mitch Foster II** Seconded by: **Kristal Ramirez**

Discussion:

Objection: Kim Walker

PRINCIPAL REPORT

The school leader reports on the status of the school.

Passed Motion:

Approve the Wellness Plan for Covid Mitigation Strategies as presented by the principal.

By: **Mitch Foster II** Seconded by: **Kristin Jackson**

Discussion:

There was no notable discussion on the motion.

ACADEMIC & SCHOOL PERFORMANCE COMMITTEE REPORT

There is no report at this time.

FACULTY REPORT

The report was not submitted in time for inclusion on the agenda. Mr. Dolland will email a letter from teachers to the board to include in the minutes.

COMMUNICATIONS REPORT

- Refreshed Faculty and Staff Directory via tmsa.org
- Digital billboard advertising concluded on Camp Creek Parkway (June 8 – August 8, 2021) totaling 2.7M overall impressions/views (+125K) and approximately 1,132 daily views (+132)
- Annual Fund proposal pending review
- Back to School Communications support
- Back to School Guide
- Virtual Sneak Peak Videos
- COVID/Wellness protocol web page - tmsa.org
- Weekly schoolwide newsletters open rate:
 - August 6: 54%
 - August 13: 49%
 - August 20: 53%
 - August 27: 38%
- Infinite Campus marketing push to obtain additional and correct household contact details
- Follow TMSA on Facebook, Instagram, Twitter and LinkedIn

GOVERNANCE COMMITTEE REPORT

PRESIDENT'S REPORT

This report is made by the governing board President.

Working to Amend TMSA Charter to offer a long term virtual option for families

FUTURE BUSINESS

1. Letter of Assurances

THE MEETING WAS ADJOURNED

The meeting adjourned at approximately 10:04 pm

Passed Motion:

Motion to adjourn

By: **Mitch Foster II** Seconded by: **Kristal Ramirez**

Discussion:

There was no notable discussion on the motion.