

THE MAIN STREET ACADEMY

GOVERNING BOARD REGULAR MEETING MINUTES TUESDAY JULY 27TH, 2021 @7:00 PM

2861 LAKESHORE DRIVE

PROJECTED DURATION: 3 HOURS AND 5 MINUTES

ATTENDANCE SUMMARY

Name	Status	Arrival Time	Departure Time
Bridgett Bell	present	On Time	At Adjournment
Kristal Ramirez	present	On Time	At Adjournment
Satonja Gilbert Scott	present	On Time	At Adjournment
Kristin Jackson	not present		
Willie G. Davis, Jr.	present	On Time	At Adjournment
Mitch Foster II	present	On Time	At Adjournment
Carla Wagner	present	On Time	At Adjournment
Heather Wells	present	On Time	At Adjournment
Jennifer Fine	not present		
Farand Dolland	not present		
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
Ishmael Abdul-Salaam	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 submitted

By: **Willie G. Davis, Jr.** Seconded by: **Mitch Foster II**

Discussion:

There was no notable discussion on the motion.

APPROVAL OF MINUTES FROM JULY 9, 2021

The Governing Board met on Friday July 9th, 2021 @6:00 PM for what was scheduled to be a 1 hours and 45 minutes long meeting. Present: Bridgett Bell, Kristal Ramirez, Satonja Gilbert Scott, Kristin Jackson, Willie G. Davis, Jr., Mitch Foster II, Carla Wagner, Heather Wells, Ishmael Abdul-Salam Not Present: Jennifer Fine, Farand Dolland, Farrah Brown, Kelly Brokenburr The members considered the following items: 1. Approval of Agenda 2. Public Comment 3. Executive Session The committee considered 3 motions, of which 3 passed, and 0 failed: 1. Approve the agenda as submitted (passed) 2. Move to executive session. (passed) 3. Exit executive session at 7:48 PM (passed) The meeting adjourned at 7:50PM

Passed Motion:

Approve the minutes from July 9, 2021

By: **Bridgett Bell** Seconded by: **Satonja Gilbert Scott**

Discussion:

There was no notable discussion on the motion.

APPROVAL OF MINUTES FROM JUNE 29, 2021

The Governing Board met on Tuesday June 29th, 2021 @7:00 PM for what was scheduled to be a 3 hours and 38 minutes long meeting. Present: Bridgett Bell, Kristal Ramirez, Satonja Gilbert Scott, Kristin Jackson, Willie G. Davis, Jr., Mitch Foster II, Carla Wagner, Heather Wells, Farrah Brown, Ishmael Abdul-Salam Not Present: Jennifer Fine, Farand Dolland, Kelly Brokenburr The members considered the following items: 1. Meeting Location Information 2. Welcome and Call Meeting to Order 3. Approval of Agenda 4. Public Comment 5. Approval of Minutes from May 25, 2021 6. Governance Committee Report 7. Managing Principal Report 8. Faculty Report 9. Academic & School Performance Committee Report 10. Finance Committee Report 11. Communications Report 12. President's Report 13. Future Business The committee considered 12 motions, of which 12 passed, and 0 failed: 1. Approve the agenda as submitted (passed) 2. Approve the minutes as presented. (passed) 3. Approve the summer leadership retreat not to exceed \$4,000. (passed) 4. To extend the current janitorial services through July 31, 2021. (passed) 5. Approve the employee referral program not to exceed \$2,000 or \$200 per position pending Governance committee policy. (passed) 6. Approve the funding of the tuition reimbursement policy as drafted by the Governance committee not to exceed \$5,000 for FY22. (passed) 7. To discontinue the run/walk fundraiser beginning FY22. (passed) 8. Approve the employee engagement initiative not to exceed \$7,500. (passed) 9. Approve the travel budget for Operations not to exceed \$5,000 for FY22. (passed) 10. To increase Highgrove's current contract not to exceed 12%. (passed) 11. To begin the process of soliciting janitorial services for FY22. (passed) 12. To approve the amended FY22 budget. (passed) The meeting adjourned at 8:56PM

Passed Motion:

Approve the minutes from June 29, 2021

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

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 (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.

EXECUTIVE SESSION

Passed Motion:

Move to executive session at 10:13PM

By: **Mitch Foster II** Seconded by: **Satonja Gilbert Scott**

Discussion:

There was no notable discussion on the motion.

Passed Motion:

Move to exit executive session at 10:31PM

By: **Heather Wells** Seconded by: **Brittany Dunn**

Discussion:

There was no notable discussion on the motion.

PRINCIPAL REPORT

Principal Abdul-Salaam presented the 21-22 Wellness Plan: Covid Mitigation Strategies.

1. Board member Davis suggested adding parents (non-board members), Lisa Simon (Communications Manager), and the faculty representative to the Health & Safety Committee.
2. Discussed possible additional part-time, temporary staff to assist the nurse.

ACADEMIC & SCHOOL PERFORMANCE COMMITTEE REPORT

No report was submitted/presented.

FACULTY REPORT

Mr. Dolland, faculty representative, thanked the board members who attended the first day on campus for the 21-22 school year.

FINANCE COMMITTEE REPORT

Financial Review

1. PTO Financials
2. The TMSA PTO has \$22.00 in checking and \$1341.11 in our savings account. The TMSA PTO had to pay \$250.00 to the Secretary State of Georgia to reinstate the business.
3. FY21 Year-End Updates
4. Savings Options
5. FY22 Budget Updates
6. Before/After School Rate Adjustments
7. For the first week of school in the fall semester, payment will be due no later than August 6, 2021 at 5PM.
8. An emergency rate will be added and will include the approved registration fee for the first emergency. The rate is \$50 plus \$25 registration fee for the first emergency and \$50 for each additional emergency within the school year.
9. Cares Act II Funding \$483,000 includes: New Laptops, Professional Development (PD), Staff, Chromebooks, Supplies
10. Recruitment Updates
11. Janitorial Services – **(Voting item)**
12. 5 responses to RFP
13. Highgrove quote to improve grounds – \$15,000 Request **(Voting item)**
14. The goal is complete items 1 and 3 outlined in the vendor's proposal.

Facilities Updates

1. Basement
2. Wire repair - completed
3. City of CP visit/inspection - passed inspection
4. VOIP - completed
5. Facility repairs
6. Gym floors recoated - timeline moved because of cut wire. Scheduled for later date.
7. Roof repair

GRANT UPDATES – GA SHAPE GRANT \$6,000

1. Mitch Foster, II elected as chair of finance beginning August 1, 2021. Additional committee members are needed.

Passed Motion:

Approve up to \$15,000 for urgent grounds maintenance with the current vendor.

By: **Bridgett Bell** Seconded by: **Satonja Gilbert Scott**

Discussion:

There was no notable discussion on the motion.

Passed Motion:

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.

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

Discussion:

There was no notable discussion on the motion.

Passed Motion:

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.

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

Discussion:

There was no notable discussion on the motion.

GOVERNANCE COMMITTEE REPORT

1. Review of the 2021/2022 Handbook - Amend communication policy to respond within 24-48 hours excluding school closure. This will affect the Employee Handbook as well. Amend late pick up to registration for afterschool care with 6 incidents of any late pick up as a report to social worker.
2. Reimbursement Policy
3. Future Business:
4. Complete the Strategic Plan - Goal 4
5. Amendment to the Bylaws
6. Deactivate the Communications committee

Passed Motion:

Publish the 2021-2022 Student Handbook with the outlined modifications discussed during tonights meeting.

By: **Kristal Ramirez** Seconded by: **Bridgett Bell**

Discussion:

There was no notable discussion on the motion.

Passed Motion:

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.

By: **Kristal Ramirez** Seconded by: **Bridgett Bell**

Discussion:

There was no notable discussion on the motion.

PRESIDENT'S REPORT

1. Each board member needs to complete background and criminal checks by August 31, 2021. Virginia Smith will check on mobile vendor.
2. Each board member needs to complete conflict of interest and additional forms. The forms will be sent through DocuSign.
3. Elect current officers for 21-22.

Passed Motion:

Motion to appoint Bridgett Bell to serve as board secretary for 21-22.

By: **Satonja Gilbert Scott** Seconded by: **Mitch Foster II**

Discussion:

There was no notable discussion on the motion.

Passed Motion:

Motion to ratify Mitch Foster, II as board Treasurer for 21-22.

By: **Heather Wells** Seconded by: **Brittany Dunn**

Discussion:

There was no notable discussion on the motion.

Passed Motion:

Approve Mitch Foster, II to continue as Vice Chair of the Board for 21-22.

By: **Satonja Gilbert Scott** Seconded by: **Kristal Ramirez**

Discussion:

There was no notable discussion on the motion.

Passed Motion:

Elect Kristal Ramirez as second Vice Chair of the board for 21-22.

By: **Mitch Foster II** Seconded by: **Chanel Recasner**

Discussion:

There was no notable discussion on the motion.

Passed Motion:

Move that Heather Wells remain the president of the board for 21-22.

By: **Satonja Gilbert Scott** Seconded by: **Mitch Foster II**

Discussion:

There was no notable discussion on the motion.

Passed Motion:

Ratify the ASPC co-chairs: Willie Davis and Kristin Jackson for 21-22.

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

Discussion:

There was no notable discussion on the motion.

Passed Motion:

Ratify Kristal Ramirez as chair of the Governance Committee for 21-22.

By: **Mitch Foster II** Seconded by: **Brittany Dunn**

Discussion:

There was no notable discussion on the motion.

FUTURE BUSINESS

1. Letter of Assurance for FY21-22 must be ratified at the August 2021 board meeting.

THE MEETING WAS ADJOURNED

The meeting adjourned at approximately 10:32 pm

Passed Motion:

Motion to adjourn

By: **Heather Wells**

Discussion:

There was no notable discussion on the motion.