

# THE MAIN STREET ACADEMY

## GOVERNING BOARD REGULAR MEETING MINUTES TUESDAY JANUARY 31ST, 2023 @7:00 PM

2861 LAKESHORE DRIVE

PROJECTED DURATION: 1 HOURS AND 25 MINUTES

### ATTENDANCE SUMMARY

Name	Status	Arrival Time	Departure Time
Kristin Jackson	not present		
Chanel Recasner	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
Heather Wells	not present		
Satonja Gilbert Scott	present	On Time	At Adjournment
Brittany Dunn	not present		
Dr. Kimberly Walker-Browner	not present		
Kenya Morris	present	On Time	At Adjournment
Kanetha Stephens	present	On Time	At Adjournment
Shameka Smith	present	On Time	At Adjournment
Nkiruka Onyia	present	On Time	At Adjournment
Dr. Chad Owes	present	On Time	At Adjournment

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

### **Discussion:**

Meeting called to order at 7:07.

## **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.

## **GOVERNANCE COMMITTEE REPORT**

1. Proposed Changes to The Bylaws; Section 2.7 - Faculty Representative
2. Second Quarter Training: February 11, 2023. (Will consider recording options for members not available to attend).
3. Training Topics/Agenda:
4. Succession Planning
5. Strategic Plan (Update)
6. TMSA Governance Board Meeting Calendar
7. New Member Application released.
8. TMSA Board Compliance
9. As we are all aware, there are few member that have experienced substantial life events that have limited their abilities to comply with the TMSA Board Requirements. It is understood that those members are in and shall remain in our thoughts, and with compassion, it is understood that it is with mutual understanding, that we remove the following members for non-compliance:
  10. Kristin Jackson
  11. Anthony Williams

### **Passed Motion:**

Approve the changes to Section 2.7 of the TMSA Bylaws as presented.

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

### **Discussion:**

There was no notable discussion on the motion.

### **Passed Motion:**

Remove Kristin Jackson and Anthony Williams for non-compliance with the TMSA Bylaws and/or Charter Association State Requirements effective immediately. Also to accept Brittany Dunn's resignation.

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

### **Discussion:**

There was no notable discussion on the motion.

# REPORT FROM FINANCE COMMITTEE

The Finance Committee met on Tuesday January 24th, 2023 @6:00 PM for what was scheduled to be a 0 hours and 51 minutes long meeting. Present: Mitch Foster II, Kimnese Abdul-Salaam, Ishmael Abdul-Salaam, Shameka Smith, Dr. Chad Owes Not Present: Brittany Dunn The members considered the following items: 1. Welcome and Call to Order 2. Approval of Agenda 3. Report from Finance Committee 4. Financial Review The committee considered 4 motions, of which 4 passed, and 0 failed: 1. Approved agenda as submitted. (passed) 2. Approved as drafted. (passed) 3. Motion to enable executive director to enact an across the organization pay increase of 2% (an increase of \$118,405 to the total budget) for the remainder of this fiscal year. (passed) 4. Motion to accept the financials as submitted by Avalon Accounting through December. (passed) The meeting adjourned at 6:58PM

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Notes from Governing Board Meeting on January 31.

- Student Enrollment Discussed
  - Staffing updates discussed. Three new employees, no change in census or org chart as these were vacated positions.
  - PTO Financials - \$8,194 in total cash balance.
  - TMSA Annual Innovation Fund progress discussed.
  - Treasurer discussed our overall financials. We remain in compliance with all financial framework requirements as outlined by the state and DOE.
  - Facilities Grant Updates - Student Restrooms are a focus. Total funding received approximately \$145,000.
  - Supply Chain Assistance Grant - Total income (food us only) - \$33,873.
  - School Calendar for SY 2023-24 proposed by administration.
  - Administration believes alignment with the authorizer will provide benefits.
  - Provides a longer summer break, and aligns with spring break with the rest of the county. A week of Thanksgiving break remains the same.
  - Facilities Update:
  - Mural Completed
  - Gym Entrance Restroom Renovation Completed
  - HVAC Condensers that were subject to vandalism and theft. The units are under contract to be repaired in time for summer months.
  - QR Codes installed inside the building to assist in alerting Janitorial Service.
  - Communications
  - Website refresh underway.
  - Prioritizing re-enrollment drive currently.
  - Weekly newsletter has a higher opening rate than the industry average.
  - Mid-Year Salary Increases
  - To align with FCS, We propose that we adopt a 2% Salary increase for all staff.
  - CFO agrees this is a sustainable move. The total cost to the school is \$118,405.
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**Passed Motion:**

To authorize the Executive Director to provide 2% pay increases effective February 1, 2023 to all employees at a total cost of \$118,405.

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

**Discussion:**

There was no notable discussion on the motion.

**Passed Motion:**

Accept the December 2022 financial reports as presented by our external CFO.

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

**Discussion:**

There was no notable discussion on the motion.

## REPORT FROM ACADEMIC & SCHOOL PERFORMANCE COMMITTEE

The Academic & School Performance Committee met on Monday January 9th, 2023 @7:00 PM for what was scheduled to be a 0 hours and 47 minutes long meeting. Present: Carla Wagner, Ishmael Abdul-Salaam, Chanel Recasner, Dr. Kimberly Walker-Browner, Dr. Chad Owes Not Present: Kristin Jackson The members considered the following items: 1. 2023-2024 School Calendar 2. iReady Mid Year Student Performance 3. Future Business The committee considered 0 motions, of which 0 passed, and 0 failed: The meeting adjourned at 7:33PM

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Principals' report on January 31.

- A focus continues to be on attendance. There is an automatic withdraw of 5 students due to non-attendance.
- A new award model will be implemented for students with perfect attendance each month.
- We continue to have 100% participation in STREAM activities.
- We continue in our journey to become a lighthouse school in the Leader In Me model.

## FUTURE BUSINESS

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

Updated SY 2023-2024 Calendar

State of The School Address to be presented

## PRESIDENT'S REPORT

This report is made by the governing board President.

- Satonja attended the recent faculty meeting. Share our desire to be transparent and an open door. Updated them on the new faculty representation.

**Passed Motion:**

Motion to update agenda to include: Prior Meeting Minutes From October & November; The voting of a secretary and an operational assessment.

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

**Discussion:**

There was no notable discussion on the motion.

**Passed Motion:**

To initiate an operational assessment from the GCSA, not to exceed \$3,500

By: **Satonja Gilbert Scott** Seconded by: **Shameka Smith**

**Discussion:**

There was no notable discussion on the motion.

**Passed Motion:**

To approve Kanetha Stephens as the new board secretary.

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

**Discussion:**

There was no notable discussion on the motion.

**Passed Motion:**

Approve governing board meeting minutes from October and November meetings as published.

By: **Satonja Gilbert Scott** Seconded by: **Shameka Smith**

**Discussion:**

There was no notable discussion on the motion.

## THE MEETING WAS ADJOURNED

The meeting adjourned at approximately 9:50 pm

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**Passed Motion:**

Motion to adjourn

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

**Discussion:**

There was no notable discussion on the motion.