APPROVED

Global Leadership Academy

Minutes

Board Meeting: K-12

K-12

Date and Time
Friday August 20, 2021 at 4:00 PM

Location
Join Zoom Meeting
https://zoom.us/j/93004234764?pwd=YU9tMEVnTmVhbnVJVkJOb3BGMGZKQT09

Meeting ID: 930 0423 4764
Passcode: GOCA

The Mission of Global Outreach Charter Academy is to deliver a first-class academic program that offers a unique foreign language and multicultural curriculum, empowering students to have a competitive edge in the global vision.

Directors Present
C. Hearn (remote), V. Budnik (remote), V. Kushnar (remote), V. Stepanchuk (remote), Y. Brychka (remote)

Directors Absent
None

Ex Officio Members Present
S. Soroka (remote)

Guests Present
A. Korchuk, D. Goncharov (remote), Irina Chizh, J. Chisholm (remote), K. Degtyareva, V. Chizh

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I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

V. Budnik called a meeting of the board of directors of Global Leadership Academy to order on Friday Aug 20, 2021 at 4:07 PM.

II. Approve Previous Board Minutes

A. Approve Previous Board Meeting Minutes (K8)

V. Budnik made a motion to approve the minutes from Monthly Board Meeting: K-12 on 06-30-21.
V. Kushnar seconded the motion.
The board **VOTED** to approve the motion.

B. Approve Previous Board Meeting Minutes

V. Budnik made a motion to approve the minutes from Emergency Board Meeting (K-12) on 07-26-21.
V. Kushnar seconded the motion.
The board **VOTED** to approve the motion.

III. Public Comments

A. Public Comments

No public comment.

IV. Consent Items

A. Monthly Financials (K8) - June 2021

Mr. Dmitriy reviewed June Financials.

B. Monthly Financials (HS) - June 2021

Mr. Dmitriy reviewed June Financials.

C. Monthly Financials (K8) - July 2021

Mr. Dmitriy reviewed July Financials.

D. Monthly Financials (HS) - July 2021

Mr. Dmitriy reviewed July Financials.

V. Discussion Items

A. Internal Financial Control Policy - Amendment (K-12)

Mrs. Anna Korchuk, Operations, has requested the need for school Principals to have credit cards to make last minute/ discretionary purchases. Currently, only CEO and Treasurer has credit cards. The school's attorney, Melissa Arnold-Cross, has helped to draft amendment to Financial Control Policy to allow principals to have credit cards issued to their name.
- Purchases of $500.00 and less will be reviewed by bookkeepers. Purchases over $500.00 will be reviewed by CEO.

B. GOCA Properties expenses related to Cub Campus (K8)

Mr. Dmitriy informed that Facilities has requested a lot of repairs to be done to the Cub Campus facility during the final days of the summer. Electrical work was done by Coastal Electric for the total amount of $35,953.08. The Plumbing work was done by K D S Ventures for the total amount of $11,100.00. These expenses will be paid from GOCA Properties LLC.

C. Engagement letters from Tim Coleman (HS), 401K Plan, and Consolidated: 2021-2025

-Mr. Dmitriy, GOCA CFO, presented the need to hire an accounting firm to perform and a Financial Audit for High School and to prepare consolidated Audited financial Statements for Global Outreach Charter Academy, Inc. Since the GOCA already uses Coleman and Associates to perform a financial audit for K-8 school, it would be impractical to select another firm for other parts of the audit.
- Mr. Dmitriy recommended to the board to hire Coleman and Associates to perform a Financial Audit for High School and to prepare consolidated Financial Statements for bond investors.
- This is the first year that the school needs to hire an accounting firm to conduct an audit of its 401k retirement plan. Coleman and Associate provided a quote for the services as well.

D. A/C Units - Preferred Vendor (K8)

- Mr Slavik, Facilities Director, presented a plan to upgrade four AC units at Grizzly Campus and one unit at Cub campus. The new units will help improve air quality for students and staff and should help to limit the spread of COVID-19.

- Mr. Slavik recommends to continue to work work with ECS to replace those units, as they are a previous vendor that the school has contracted. The company provides high quality services at competitive pricing for new AC units, and equipment.
- The total cost of AC upgrade will be $87,092.

CUB Campus: 10 Ton Carrier Heat Pump - $ 20,417
Grizzly: 4 AC Heat Pumps- Upgrade - $21,175.
CUB CUB: 10ton_Hot Gas Reheat_$45,500

E. Air Purifier System Quotes (K-8)

- Mr. Slavik, Facilities Director, ask the board to review and approve the initiative which will help to improve air quality in GOCA school buildings. The plan is to install LED UV lights that disinfect air in the classrooms, and decrease the spread of any airborne virus and bacteria.
- Mr. Slavik requested for the board to consider to contract a previously used vendor to install hospital grade filters in AC systems on each campus. The agreement would include a replacement of each filter every 60 days. CDC advises that the best way to fight the spread of COVID is to get fresher/cleaner air. The UV lights in combination with hospital grade filters will increase air quality, and reduce the spread of any virus and bacteria.
- Mr. Slavik provided bids from three vendors, with their quotes to install LED UV lights and to replace filters every 60 days using MERV13 hospital grades filters.
- Mr. Slavik recommended to select the lowest bids from Credible AC for Grizzly and Kodiak Campuses.
- Mr. Slavik recommended to select middle priced bid from ECS for CUB campus because the school has a maintenance agreement for CUB campus with this same contractor.

CUB
12,879.32 Credible AC
20,766 ECS
31,707 THIGPEN

Grizzly
53,897.96 Credible AC
74,256 ECS
79,007 THIGPEN

F. Air Purifier System Quotes (HS)

- Mr. Slavik, Facilities Director, ask the board to review and approve the initiative which will help to improve air quality in GOCA school buildings. The plan is to install LED UV lights that disinfect air in the classrooms, and decrease the spread of any airborne virus and bacteria.

- Mr. Slavik requested for the board to consider to contract a previously used vendor to install hospital grade filters in AC systems on each campus. The agreement would include a replacement of each filter every 60 days. CDC advises that the best way to fight the spread of COVID is to get fresher/cleaner air. The UV lights in combination with hospital grade filters will increase air quality, and reduce the spread of any virus and bacteria.
- Mr. Slavik provided bids from three vendors, with their quotes to install LED UV lights and to replace filters every 60 days using MERV13 hospital grades filters.
- Mr. Slavik recommended to select the lowest bids from Credible AC for Grizzly and Kodiak Campuses.

Kodiak
57,575 Credible AC
72,428 ECS
106,807 THIGPEN

G. Academic Resources Quotes (HS)

Mrs. Korchuk presented the quote from McGraw Hill for HS curriculum that the academic team has selected for this school year. The total cost is 51K for McGraw Hill curriculum.

H. Campus Sublease (K-2)

In order for school facilities and operations to work with a single lessor (GOCA Property LLC), Mr. Dmitriy recommended to the board to allow the current CUB campus lease to be reassigned to GOCA Properties LLC and Sublease the building back to the school. It will allow the LLC to conduct all necessary current and future negotiations with Lonestar School Development LLC. The current lease expires in a year. Mr. Taylor is helping to negotiate the renewal of the lease at favorable conditions.

I. Annual Operational Budget (K8)

Mrs. Anna Korchuk presented the operational budget for K-8.
The current school debt was refinanced for on a 35 year loan.
PPP loan forgiveness was approved.
The board reviewed the Operational budget in detail and agrees to continue operations as specified.

J. Annual Operational Budget (HS)

Mrs. Anna Korchuk presented the High School operational budget for 2021-2022. The High School budget is based upon 375 student enrollment.
The board reviewed the Operational budget in detail and agrees to continue operations as specified.

K. Four Week Notice : K8

Ms. Vitalina, HR director presented the 4 week notice letters that are required by Title 1 to be distributed to parents of teachers. Majority of the teachers on the list are out of field for the ESOL endorsement, and are continuing to make efforts to meet the out of field requirements.
Board reviewed the 4 week letters for the campus.

L. Four Week Notice : HS

Ms. Vitalina, HR director presented the 4 week notice letters that are required by Title 1 to be distributed to parents of teachers.
Board reviewed the 4 week letters for the High School Campus.

VI. Action Items

A. Internal Financial Control Policy - Amendment (K-12)

V. Budnik made a motion to Approve.
V. Stepanchuk seconded the motion.
The board **VOTED** to approve the motion.

B. GOCA Properties expenses related to Cub Campus (K8)

V. Budnik made a motion to Approve.
V. Kushnar seconded the motion.
The board **VOTED** to approve the motion.

C. Engagement letters from Tim Coleman (HS), 401K Plan, and Consolidated: 2021-2025

V. Budnik made a motion to Approve.
Y. Brychka seconded the motion.
The board **VOTED** to approve the motion.

D. A/C Units - Preferred Vendor (K8)

V. Budnik made a motion to Approve.
C. Hearn seconded the motion.
The board **VOTED** to approve the motion.

E. Air Purifier System Quotes (K-8)

C. Hearn made a motion to Approve.
V. Budnik seconded the motion.
The board **VOTED** to approve the motion.

F.

Air Purifier System Quotes (HS)

V. Budnik made a motion to Approve.
V. Kushnar seconded the motion.
The board **VOTED** to approve the motion.

G. Academic Resources Quotes (HS)

V. Budnik made a motion to Approve.
V. Kushnar seconded the motion.
The board **VOTED** to approve the motion.

H. Campus Sublease (K-2)

V. Budnik made a motion to Approve.
Y. Brychka seconded the motion.
The board **VOTED** to approve the motion.

I. Annual Operational Budget (K8)

V. Budnik made a motion to Approve K8 2021-2022 Budget.
V. Stepanchuk seconded the motion.
The board **VOTED** to approve the motion.

J. Annual Operational Budget (HS)

V. Budnik made a motion to Approve HS 2021-2022 Budget.
C. Hearn seconded the motion.
The board **VOTED** to approve the motion.

K. Four Week Notice : K8

V. Budnik made a motion to Approve 4 week notice letters.
V. Kushnar seconded the motion.
The board **VOTED** to approve the motion.

L. Four Week Notice : HS

V. Budnik made a motion to Approve 4 week notices.
Y. Brychka seconded the motion.
The board **VOTED** to approve the motion.

VII. Board Comments

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:09 PM.

Respectfully Submitted,
K. Degtyareva