APPROVED

Excelsior Village Academies

Minutes

Excelsior Village Academies October Board Meeting

Date and Time
Wednesday October 18, 2023 at 8:00 PM

Location
The Excelsior Village Academies' Board of Directors will meet virtually. Please see meeting details below to join.

Join Zoom Meeting
https://us02web.zoom.us/j/8754612347?pwd=UXN0amZyMmE3YlVNamhHK3JWVGJKUT09

Meeting ID: 875 461 2347
Passcode: EVA24

One tap mobile
+13052241968,,8754612347#,,,,*218913# US
+13092053325,,8754612347#,,,,*218913# US

Directors Present
A. Holmes (remote), K. Rutherford (remote), N. Brinson (remote), R. Hutchins (remote), W. Smith (remote)

Directors Absent

D. Paige, I. Nelson-Graham, K. Lee

Guests Present
M. Flowers (remote)

I. Opening Items

A. Call the Meeting to Order

N. Brinson called a meeting of the board of directors of Excelsior Village Academies to order on Wednesday Oct 18, 2023 at 8:00 PM.

B. Record Attendance

C. Approve Minutes

N. Brinson made a motion to approve the minutes from.
The board **VOTED** to approve the motion.

II. Board Updates

A. Board Member Search: Attorney

-Still searching for attorney for board
-Board members should continue to reach out to networks to fill this spot
-Templates available for support with board member search

B. Facilities Update

-Looking at a new facility with a building on it
-church building on 36 acres
-potentially a space for 3 years

- The previous land option was 14 acres - many red flags when it came to environmental issues
-December deadline for SCSC

C. Board Terms of Service Update

-Afi Holmes and Dr. Myela Paige have renewed their board membership
-Kristal Rutherford new board member
-Fredrick Guyton - Ending board service

III. Pre-Opening Checklist Review

A. SCSC Pre-Opening Checklist Update

-Reviewed Pre-opening checklist
-Items coded in yellow are in progress
-Many of the items will be finalized this evening
-Nov 3rd deliverables are priority right now
-Everyone has access to the checklist

IV. Governance

A. Approve Student and Family Handbook Policy

N. Brinson made a motion to approve student and family handbook policy.
W. Smith seconded the motion.
Will both parents and students sign?
The board **VOTED** to approve the motion.

Roll Call

K. Rutherford	Aye
N. Brinson	Aye
A. Holmes	Aye
K. Lee	Absent
D. Paige	Absent
W. Smith	Aye
I. Nelson-Graham	Absent
R. Hutchins	Aye

B. Approve Health Handbook Policy

N. Brinson made a motion to Aprove Health Handbook Policy.
R. Hutchins seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

K. Lee	Absent
W. Smith	Aye
D. Paige	Absent
K. Rutherford	Aye
I. Nelson-Graham	Absent
R. Hutchins	Aye
A. Holmes	Aye
N. Brinson	Aye

C. Approve Governing Board Bylaws

N. Brinson made a motion to Approve Governing Board Bylaws.
W. Smith seconded the motion.
-Where in the document does it share about the required board dues? Lives in the commitment doc and is present in bylaws as well

The board **VOTED** to approve the motion.

Roll Call

W. Smith	Aye
K. Rutherford	Aye
R. Hutchins	Aye
K. Lee	Absent
A. Holmes	Aye
I. Nelson-Graham	Absent
N. Brinson	Aye
D. Paige	Absent

D. Approve School Year 2024-2025 Calendar

N. Brinson made a motion to Approve School Year Calendar 2024-2025.
R. Hutchins seconded the motion.
Q: How aligned is this calendar to Henry County A: It mirrors it.
The board **VOTED** to approve the motion.

Roll Call

W. Smith	Aye
K. Lee	Absent
D. Paige	Absent
R. Hutchins	Aye
N. Brinson	Aye
I. Nelson-Graham	Absent
A. Holmes	Aye
K. Rutherford	Aye

E. Approve Enrollment Policies

N. Brinson made a motion to Approve Enrollment Policies.
W. Smith seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

I. Nelson-Graham	Absent
K. Lee	Absent
A. Holmes	Aye
N. Brinson	Aye
R. Hutchins	Aye
D. Paige	Absent
W. Smith	Aye
K. Rutherford	Aye

F. Approve Pre-Enrollment Application

N. Brinson made a motion to Approve Pre-Enrollment Application.

R. Hutchins seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

R. Hutchins	Aye
I. Nelson-Graham	Absent
K. Lee	Absent
W. Smith	Aye
K. Rutherford	Aye
N. Brinson	Aye
D. Paige	Absent
A. Holmes	Aye

G. Approve Grievance and Whistleblower Policy

N. Brinson made a motion to Approve Grievance and Whisteblower Policy.
R. Hutchins seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

N. Brinson	Aye
K. Rutherford	Aye
A. Holmes	Aye
W. Smith	Aye
K. Lee	Absent
R. Hutchins	Aye
D. Paige	Absent
I. Nelson-Graham	Absent

H. Approve Special Education Handbook Policy

N. Brinson made a motion to approve special education handbook policy.
R. Hutchins seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

A. Holmes	Aye
W. Smith	Aye
R. Hutchins	Aye
N. Brinson	Aye
K. Lee	Absent
D. Paige	Absent
K. Rutherford	Aye
I. Nelson-Graham	Absent

I. Approve Founding Board of Directors Job Description

N. Brinson made a motion to adopt the director of operations job description.
R. Hutchins seconded the motion.

The board **VOTED** to approve the motion.

Roll Call	
R. Hutchins	Aye
A. Holmes	Aye
W. Smith	Aye
K. Lee	Absent
K. Rutherford	Aye
I. Nelson-Graham	Absent
D. Paige	Absent
N. Brinson	Aye

V. Other Business

A. Student Enrollment Tracker

-We have to meet a 65% applied benchmark by March 2024
-85% enrolled by April or May 2024
-Enrollment tracker used for each board meeting
-Phone banking is important in helping with enrollment
-We have monthly goals for applications
-All hands on deck is extremely important for enrollment
-January 11th- applications close and lottery occurs on January 15th
-Application ensures applicants meet the birth year criteria

B. EVA 360 Digital Marketing Campaign

-Digital marketing reviewed by board member Afi Holmes
-We have lots of ground to cover to get our name out there
-Digital marketing supporting with our enrollment targets
-In future Michelle will be partnering with DOO for digital marketing

C. Hiring Founding Director of Operations

-Using Workable as hiring platform
-Michelle will be going through candidate and user experience
-Launch DOO by end of October
-Interviews start Mid November

D. Board Financial Contributions

-Foundation for donor management
-Board required to contribute financially each year
-Looking at Bloomerang - Cloud Based
-Bloomerang is a fraction of the cost with bigger names
-As we grow we will be able to add additional features

-Quoting us at $1800 for the year for Bloomerang

E. Phone Banking Board Support Update

-Board has received email from Georgia Can
-Board committed to 1 hour doing phone banking
-Michelle meets with Pilleo every Thursday to see dashboard of calls
-The more board members we have making calls, the more families we will reach

VI. Flowers' Work Corner

A. Information Sessions

-Every Monday information sessions held
-Needs to be promoted to prospective families
-Pre-enrollment app - Important to make that distinction
-44 families in attendance
-Trunk or Treats happening on Saturday
-Board Member Rutherford has jumped right into community engagement

B. Networking/Community Engagement Events

-2024 Atlanta Charter School Expo - Jan 20th
-Need two board members to attend the expo
-Michelle Flowers Paneled on School 101 - great exposure

C. Facilities

-Michelle working on facilities grant
-FRC meets every Monday
-We were ahead at first but slightly behind now
-Working on the best deal
-Diligent in trying to find the right deal
-Looking for a space to grow into

VII. Dates to add to Calendar

A. Board Governance Training

-November 8th - 9am-4pm - In person - Required as a board to have 12 training hours
-Michelle Flowers checking to see if there are any virtual options
-Reginald Hutchins and Kristal Rutherford possibly available

B. GCSA Finance Training

-November 27th and 29th - William and Michelle attending

-3 sessions over course of 2 days
-Not required for anyone else

C. NSVF Training in Nashville

Board member Afi Holmes and Chairwoman Nisah Brinson attending

D. Upcoming Community Events

- 2 Trunk of Treats - 10/21
-Henry's Night Out - 10/27 - 9:30pm
-Jewels Benefit Gala - 12/2 -7pm
-Board members encouraged to attend an event
-McDonough parade coming up

VIII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:21 PM.

Respectfully Submitted,
N. Brinson