

APPROVED



# Excelsior Village Academies

## Minutes

### Excelsior Village Academies' January Board Meeting

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#### Date and Time

Wednesday January 17, 2024 at 8:00 PM

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#### 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**

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#### Directors Present

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

#### Directors Absent

*None*

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## Directors who arrived after the meeting opened

W. Smith

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### I. Opening Items

#### A. Call the Meeting to Order

R. Hutchins called a meeting of the board of directors of Excelsior Village Academies to order on Wednesday Jan 17, 2024 at 8:01 PM.

#### B. Approve Minutes

N. Brinson made a motion to approve the minutes from Excelsior Village Academies' December Board Meeting on 12-20-23.

A. Holmes seconded the motion.

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

#### C. Record Attendance

### II. Updates

#### A. Pre-Opening Checklist

- Everything submitted to date, in good standing with SCSC
- Working towards meeting 65% enrollment target (March 22)
- Still in due diligence with the facility
- REMINDER: All Pre-Opening Checklist live in the drive

#### B. Enrollment

- Uptick in enrollment
  - 67 Applications, ~30 Accepted Seats
- Need 54 More Apps by March 22 to meet 65% threshold

#### C. Hiring

- First hire, Director of Ops
  - Official Start is Jan 29, 2024
- Launched for all remaining positions

#### D. Vote on EdTech Proposal

- Submitted proposal to outline services for Year 0 and Year 1
- Proposal shared with board

N. Brinson made a motion to approve EdTech Proposal.  
D. Paige seconded the motion.  
The board **VOTED** unanimously to approve the motion.  
W. Smith arrived.

#### **E. Facilities**

- Still in due diligence phase
- Board to vote to move forward with Albion for build

N. Brinson made a motion to move forward with Albion as contractors for build.  
W. Smith seconded the motion.  
The board **VOTED** unanimously to approve the motion.

#### **F. Grants**

- Still waiting to hear from Charter School Growth Fund
- CSP (applied for \$1.5 million) waiting to hear back

#### **G. Staff Handbook**

- Governing policies for staff guiding professionalism and professional responsibility as employees at EVA

#### **H. Vote on Staff Handbook**

N. Brinson made a motion to approve the Staff Handbook.  
K. Rutherford seconded the motion.  
The board **VOTED** unanimously to approve the motion.

### **III. Board Business**

#### **A. Board Training**

- Review of required trainings for Board Members
- Chairwoman Brinson will email all trainings to board members

#### **B. In-Person Meetings**

- Based on poll - meetings will be every 3rd Saturday 11a-12p
- Location Options:
  - MLK Jr Recreation Center (100 Hillard St SE) - Cost \$60
  - Fairview Public Library (28 Austin Rd) - Cost \$10
- First In-Person Meeting February 17, 2024, 11a-12p
- Follow Up: Checking on availability of locations this week, by EOW board members will have final information

### **C. Board Member Opening**

- Vice Chair Opening
  - Will be posted outside of the board by January 26 if no current board member wants to be Vice Chair

### **D. Newsletter Deliverables**

- Board members to submit 4-5 sentence bio, words of aspiration for EVA and professional headshot for newsletter to M. Flowers

## **IV. Community Engagement Task Force**

### **A. Phone Banking Next Steps**

- Seeing an uptick in people participating in EVA events from phone banking
- Peak hours 1p-6p

### **B. Upcoming Events**

- Past Event: MLK Skate Day
- EVA is active in the Henry County Chamber of Commerce
- Community Engagement Taskforce meeting every other Tuesday, next meeting January 30

## **V. Finance**

### **A. Fundraising**

Board Dues:

- Bylaws 3.03: update language around deciding board dues; to be updated by next meeting for a board vote
- Once dues are established, the board will start using donor management system to track dues paid monthly or bi-monthly
- Part of the dues can be fundraised but the board needs to decide on governing policies related to fundraising

### **B. Next Steps**

- Finance Committee (A. Holmes, N. Brinson, W. Smith, M. Flowers, R.Hutchins) scheduled to meet 30 min prior to the Saturday board meeting

## **VI. Dates to add to Calendar**

### **A.**

### **Upcoming Board Governance Training**

Athens - Feb 6

Atlanta - April 17

New School Orientation Pt. 2 - March 20

6 hours of webinars

April 30 is the final day to complete all trainings to remain in compliance.

#### **B. Lottery**

#### **C. GCSA Conference**

#### **D. Atlanta School Choice Expo**

**Saturday, January 20 2024**

**10AM – 1PM**

**Loudermilk Conference Center**

40 Courtland St NE, Atlanta, GA 30303

### **VII. 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 9:23 PM.

Respectfully Submitted,

R. Hutchins