

APPROVED



# Excelsior Village Academies

## Minutes

### Excelsior Village Academies' Board Meeting

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#### Date and Time

Saturday February 17, 2024 at 11:00 AM

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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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One tap mobile

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#### Directors Present

A. Holmes, D. Paige, K. Rutherford, N. Brinson, R. Hutchins, W. Smith

#### Directors Absent

I. Nelson-Graham

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## Ex Officio Members Present

M. Flowers (remote)

## Non Voting Members Present

M. Flowers (remote)

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### 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 Saturday Feb 17, 2024 at 11:03 AM.

#### B. Approve Minutes

N. Brinson made a motion to approve the minutes from Excelsior Village Academies' January Board Meeting on 01-17-24.

A. Holmes seconded the motion.

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

#### C. Record Attendance

### II. Updates

#### A. Pre-Opening Checklist

- Up to date on the list
- Mar 1 - Deadline to obtain facility code
  - May miss Mar 1 deadline but we will be able to get code by early Mar
- Mar 22 - Provide evidence of applications to be at least 65% of expected enrollment

#### B. Enrollment

- 92 applications at the moment
  - 71 applications have accepted seats
  - 50 enrolled, have submitted all documents
    - 78% on the way to Mar 22 expected enrollment deadline
    - Need 25 more applications
- Making mention of school site & school address
- Apr 2024 benchmark, 50% of scholars enrolled

#### C. Hiring

- Just established accounts for Retirement/Savings
- EdTech Services
  - Onboarding phase: Setting up accounts, access, etc
- Posted all positions online
  - 109 applicants for DOI
  - 107 applicants for DSO
  - -
- Review Phase Currently, In Person Interviews starting in April

#### **D. Retirement (401k)**

N. Brinson made a motion to approve the Retirement/401k plan.  
W. Smith seconded the motion.

- Plan does not currently include a match

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

#### **E. Facilities**

- Codifying renovations for the physical space
- Waiting on final pricing to get final proposed project timelines
- Slated end date of project is in mid-June

#### **F. Grants**

- CSP Grant
  - Will get score by Feb 21
  - \$1.5 million initial set of funds
  - \$500k additional funds available with certain criteria
  - \$100k additional funds for leaders
- ReDefined Ed
  - \$75k payment to be remitted
  - Mid-Mar deadline for submission of progress docs
- Charter School Growth Fund
  - EVA not awarded

### **III. Board Business**

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

- Required to have 12 hours of training
- Last in-person training is Apr 17, Atlanta
- New School Orientation, next date is Mar 20, Atlanta

#### **B.**

## **In-Person Meetings**

- Reviewing open meetings laws
  - Agenda posted one week in advance of meetings
  - Minutes have to be posted and made public
  - Structure for public comment in meetings
  - Printed agendas
  - Projector, Conference Speaker (Expected EVA Expense)
- Suggestions:
  - Refreshments
  - EVA poster or banner
  - Directional Signs
  - Create a virtual space for community members

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

- Still looking to fill Vice Chair Position
  - Posted on Social Media and EVA website (Our Families > Board Membership Candidates)

### **D. Newsletter Deliverables**

- Send 4-5 sentence bio to N. Brinson and M. Flowers w/ picture

### **E. Board Governance Training (Athens) Share Out**

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

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

- Fellows have been great with phone banking
- Board members claim a day on the log and do a time block a week

### **B. Upcoming Events**

- Feb 23 - Family Fun Day (Aligned with Henry Co Winter Break) 1p-6p

## **V. Finance**

### **A. Updates to Bylaws**

Recommended Language Update to Bylaws:

Language to be included in Article III section 3.03 (a) At the commencement of each fiscal year, the Board of Directors shall convene a meeting for the purpose of determining the dues to be donated or raised by each board member during that fiscal year. (b) [unchanged] Any dues for affiliates shall be determined by the Board of Directors.

N. Brinson made a motion to approve Fiscal Policy that was sent out with notated edits as recommended by Finance Committee.

R. Hutchins seconded the motion.

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

## **B. Fundraising**

- Fundraising Policies need to be drafted to ensure guidelines are in place for fundraising and brand management

## **C. Next Steps**

# **VI. 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 12:08 PM.

Respectfully Submitted,

R. Hutchins