APPROVED

Excelsior Village Academies

Minutes

Excelsior Village Academies' Board Meeting

Date and Time
Saturday February 15, 2025 at 11:00 AM

Location
The Excelsior Village Academies' Board of Directors will meet in person. Please see the location below:

5295 Highway 155 North, Atlanta, Georgia

You can also join virtually. Please see the meeting details below:

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

Location
The Excelsior Village Academies' Board of Directors will meet in person. Please see the location below:

5295 Highway 155 N; Stockbridge, GA 30281

You can also join virtually. Please see the meeting details below:

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, K. Rutherford, N. Brinson, R. Culpepper III, R. Hutchins, T. Burrell, W. Smith

Directors Absent
None

Directors who arrived after the meeting opened
D. Paige

Ex Officio Members Present
M. Flowers

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 15, 2025 at 11:09 AM.
N. Brinson made a motion to approve the minutes from Excelsior Village Academies' Board Meeting on 01-18-25.
R. Culpepper III seconded the motion.
The board **VOTED** to approve the motion.

B. Record Attendance

II. Finance

A.

Budget

2024-2025. Forecast Update

- Previous Forecast: $5,498
- Current Forecast: $16,289

Cash impacted by rent, purchases for growth, and projected reduction. in QBE revenues

Looking Ahead:

- Additional CSP drawdowns
- Budget approval for other federal funds and begin drawdowns
- Process adjustments for monthly close efficiency

Goals & Horizon Issues:

- NSLP approval
- Capital asset. analysis
- FY26 budgeting process

D. Paige arrived.

B. Fundraising

C. Grit N Wit Next Steps

- Taskforce has met and a deposit has been paid to Grit N Wit for the event
- Sponsor Level
  - Platinum Level - 1 @ $7,000
  - Gold Level - 20 @ $2,500
  - Silver Level - 5 @ $1,000
  - Bronze Level - 10 @ $200
  - Participant Fees
    - Student - $10
    - Adult - $30

Proposed Event Date: April 19

D. Next Steps

- Taskforce will met and come back with a marketing and timeline proposal for the full board

III. Updates

A.

Enrollment

Enrollment Projections if EVA goes to Grade 6

- Goal: 200 for SY25-26
- Grades K - 6 (except Grade 1) are slated for 25 per class with 1 class, 50 for Grade 1 with 2 classes

Enrollment Projections if EVA goes to Grade 4

- Goal: 200 for SY25-26
- Grades K, 1, and 3 are slated for 25 per class, with 2 classes and Grades 2 and 4 are slated for 25 per class with 1 class

Next Steps:
- Send questions to Taskforce about enrollment by Feb. 17
- Special Meeting invitation to come from that

B. Grants

J Bulow Campbell Foundation is currently in process; Apr 1 deadline

- EVA can share a specific dollar amount if awarded and what the grant can be used for
- Potential Uses:
    - Transportation (Risk: The grant is a one-time grant, so this might be a complex application of this grant)

C. Operations and Finance Monitoring Updates and Next Steps

Based on SCSC monitoring review, some updates need to be made to some policies from our handbook.

- Conflict of Interest Policy
- Employee Handbook Policy
- Family Handbook Policy
- Fiscal Policy

Final Updates are due Feb. 19
R. Hutchins made a motion to approve the recommended language in the Conflict of Interest Policy, Employee Handbook Policy. Family Handbook Policy, and Fiscal Policy.
D. Paige seconded the motion.
Point of Clarity:

- We need to show evidence by Feb.19 but there is a longer runway to getting those documents fully updated in our policies

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

IV. Community Engagement

A. Recent & Upcoming Events

Major Events:

- Feb 28 - IM Day
  - Living Gallery of Black History
  - 10:30a - 12:30p
- Mar 8 - Annual Vendors Market
  - Spotlighting women-owned businesses in the village
  - **Ask**: Use personal network to recruit women to participate
  - 10:00a - 1:00p
- Mar 15 - After the board meeting, community canvassing
  - 12:30p

V. Board Business

A. Governance Training

The board attended the governance training this week; below are share-outs and takeaways.

- When denied during fundraising efforts, always ask for advice
- EVA needs to adopt a social media policy
- Structure of the board, updating the committees and the teams within the board
- Communication: Improvements can be made by adopting a framework that delineates the roles and responsibility
- Using families in taskforce and committees moving forward
- Creating an annual fundraising plan and strategy ahead of SY25-26
- Training energized the team
- Meetings have been process-heavy; we have to revisit how we disseminate information for processing heavier
- Utilizing working sessions to create space for discourse

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 12:26 PM.

Respectfully Submitted,
R. Hutchins