



Wesley International Academy

August Board Meeting

Date and Time

Tuesday August 4, 2020 at 6:00 PM EDT

Location

Join Zoom Meeting

<https://us02web.zoom.us/j/7229250184?pwd=cit6a0U2VEYvaWpPODB5VkVCZlVrZz09>

Meeting ID: 722 925 0184

Passcode: WIAevent

One tap mobile

+16465588656,,7229250184#,,,,,0#,,040710# US (New York)

+13017158592,,7229250184#,,,,,0#,,040710# US (Germantown)

Dial by your location

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+1 301 715 8592 US (Germantown)

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+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 722 925 0184

Passcode: 040710

The August 2020 meeting of the WIA Board of Directors **will take place virtually** on Tuesday, August 4, 2020 beginning at 6:00pm via **Zoom**.

Stakeholders can log in to the meeting at

<https://us02web.zoom.us/j/7229250184?pwd=cit6a0U2VEYvaWpPODB5VkVCZlVrZz09>

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Find your local number: <https://us02web.zoom.us/j/keo39iM7BM>**Agenda**

	Purpose	Presenter	Time
I. Opening Items			6:00 PM
Opening Items			
A. Record Attendance and Guests		Ewa Cater	5 m
B. Call the Meeting to Order		Thomas Ryan-Lawrence	1 m
C. Agenda Adoption	Vote	Thomas Ryan-Lawrence	2 m
<ul style="list-style-type: none"> • Opportunity to make any necessary amendments or modifications to the meeting agenda 			
D. Approve July Board Meeting Minutes	Approve Minutes	Thomas Ryan-Lawrence	2 m
Approve Minutes from July 2020 regularly scheduled meeting			
Approve minutes for July Board Meeting on July 7, 2020			
II. Public Comments			6:10 PM
A. Public Comments	Discuss	Thomas Ryan-Lawrence	10 m
Public comments are encouraged and must remain in accordance with WIA policies and procedures. The board allows any stakeholder an open forum to state their comments during any regularly scheduled or special meeting of the Board of Directors.			
<ul style="list-style-type: none"> • Public comments are limited to 2 minutes per person. • This is not a question and answer session, but rather an opportunity for stakeholders to share their thoughts and opinions in a respectful manner. • Those wishing to comment should sign up in advance of the meeting via the chat feature within the Zoom meeting. Please list your name and nature of comment. Do not make comment in the chat feature. 			
Please note, online sign up will close at the start of the meeting.			
<ul style="list-style-type: none"> • In the interest of time, <i>all policies and procedures, specifically time limits, will be strictly enforced.</i> 			
III. Executive Director Updates			6:20 PM
A. Housekeeping Matters	FYI	Jason Marshall	30 m
<ul style="list-style-type: none"> • Welcome to the new school year. • Update on technology distribution. • Enrollment update. • General expectations for the year. 			
IV. Board Chair Updates			6:50 PM
A. Housekeeping Matters	FYI	Thomas Ryan-Lawrence	15 m
2019-2020 Board Training Update			
<ul style="list-style-type: none"> • Deadline for completing training extended to September 30, 2020. • Web based training available. 			

Board Member Documents

- All board members required to sign new documents: WIA Code of Ethics, Board Acknowledgement of Conflict of Interest, and Board Member Agreement. Documents have been sent out via DocuSign.

2020-21 Board Training

- Have reached out to GCSA to see what options are available for either virtual group training. Waiting on a response.
- Web-based training will also be available at the end of the year.

Committee Members and Goals

- All committees need to elect their chairs and vice-chairs (where applicable) during their August meeting.
- All committees need to formalize their membership rosters during their August meeting.
 - Both chairs and membership rosters will be presented to and voted on by the full board in September meeting.
- All committees need to set annual committee goals during their August meeting. Committee goals will be presented to and voted on by the full board in September meeting.

V. Board Committee Reports 7:05 PM

A. Finance Committee FYI Chip Hill 1 m
 Finance Committee did not meet this month.

B. Academic Excellence Committee FYI Jan Hansen 1 m
 Academic Excellence Committee did not meet this month.

C. Governance Committee Discuss Douglas Hrabe 3 m
 Governance met and discussed board requirements and goals for the year. With two members potentially rolling off at the end of the year we will need to place an emphasis on recruitment during the year. Mr. Marshall was able to provide the committee with an overview of how the start of the school year was going. We will be reaching out to the other committee chairs for officer names and committee goals.

D. Development Committee FYI Katie Delp 10 m

VI. Executive Session 7:20 PM

A. Discuss Employment Agreements Discuss Thomas Ryan-Lawrence 5 m
 Review and discuss employment agreements for:

- Christian, Clarence
- Chase, Thomas

VII. Closing Items 7:25 PM

A. Approve Employment Agreements Vote Thomas Ryan-Lawrence 5 m
 Approve employment agreements discussed in Executive Session.

B. Adjourn Meeting Vote

Cover Sheet

Approve July Board Meeting Minutes

Section: I. Opening Items
Item: D. Approve July Board Meeting Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for July Board Meeting on July 7, 2020



Wesley International Academy

Minutes

July Board Meeting

Date and Time

Tuesday July 7, 2020 at 6:00 PM

Location

Virtual Meeting via Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/7229250184?pwd=cit6a0U2VEYvaWpPODB5VkVCZlRZz09>

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The July 2020 meeting of the WIA Board of Directors **will take place virtually** on Tuesday, July 7, 2020 beginning at 6:00pm via **Zoom**.

Stakeholders can log in to the meeting at

<https://us02web.zoom.us/j/7229250184?pwd=cit6a0U2VEYvaWpPODB5VkVCZlRZz09>

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Directors Present

A. Hunter (remote), B. Mitchell (remote), C. Hill (remote), D. Hrabe (remote), E. Cater (remote), F. Carroll (remote), K. Delp (remote), M. Causey (remote), T. Ryan-Lawrence (remote), T. Tidwell

Directors Absent

J. Hansen, J. Wright, M. Rogers

Directors Arrived Late

A. Hunter, T. Tidwell

Ex-Officio Members Present

J. Marshall (remote)

Non Voting Members Present

J. Marshall (remote)

Guests Present

A. Chung (remote), A. Pullen (remote), C. Wyatt (remote), Cassandra Horton, Christina Williams, D. Johnson (remote), D. Mason (remote), D. Satterfield (remote), L. Price (remote), Latrice Sturgill, Michelle Fogelson, Michelle Fogelson, R. Goodman (remote), Ron Gates, Ugonna Love, Yashica Douglas

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

T. Ryan-Lawrence called a meeting of the board of directors of Wesley International Academy to order on Tuesday Jul 7, 2020 @ 6:04 PM.

C. Agenda Adoption

B. Mitchell made a motion to adopt.

D. Hrabe seconded the motion.

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

D. Approve June Board Meeting Minutes

K. Delp made a motion to approve the minutes from June Board Meeting on 06-02-20.

C. Hill seconded the motion.

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

E. Approve June Special Board Meeting Minutes

D. Hrabe made a motion to approve the minutes from Special Meeting on 06-23-20.

K. Delp seconded the motion.

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

II. Public Comments

A. Public Comments

Ms. Pede has been a part of Wesley family from the very beginning. We're deeply saddened about her passing over the weekend. She was beloved in our community; sweet, tender, caring and passionate educator.

Ms. Pede will be truly missed!

Wesley faculty & parents paying tribute to Ms. Pede with wonderful memories.

III. Executive Director Updates

A. Opening Plan for Fall Semester

COVID 19 School Reopening Presentation

(this presentation will be shared with the school community this week)

- 400 respondents to the survey from 2 weeks ago. Another survey will be conducted soon to determine how many students will be opting into the 2 models that are being proposed below.

- - 64% in favor of hybrid instruction;

- - 36% in favor of virtual instruction

- **Hybrid Model:** students will operate in a cohort system divided into smaller learning groups will attend face to face learning in an A/B week rotation. One week in school, and one week virtual. Carpool dismissal will begin at 2:30pm

- **Virtual Model:** Wesley is offering a virtual option for families who do not wish to participate in the hybrid model. This option has been improved upon. Students are asked to stay in the model they initially opt into for the first semester.

No instruction on Fridays for either model.

At this point, Wesley will not require for students to wear masks. All staff & faculty, as well as the visitors will be required to wear a mask. Wesley will strongly encourage to wear a mask, and masks will be provided. Sanitation stations will be available throughout the halls. Hand sanitizer will be available in every room and most of the classrooms have sinks for frequent hand washing (only 2 classrooms do not have in classroom sinks)

Social Distancing: most of the desks have been removed to create 6ft distance. A student will be assigned a desk for the week they are in school.

Students will be with their homerooms for the duration of the days.

There will be a recess class. Each class will attend independently and be in different recess areas. The groups will be not playing physically together, but they will be out at the same time. All of the equipment will be disinfected between each recess class. Families can opt out.

Lunches will be consumed in the classroom.

Upon arriving at carpool, all students will have their **temperature taken (in the car)**. Students with temperature of 104 or higher will be asked to remain in the car, and won't be allowed to enter school. There will be no spaces where students will be congregating. Students will be entering the building at different doors based on the grade level.

Parents won't be able to volunteer in person to minimize the number of outside persons available in the building.

Dismissal: we will ask that all students go through carpool. There will be no walker option.

Wesley will not participate in athletics this year, at least this first semester.

Before or After Care will not be available.

APS has to approve this plan.

T. Tidwell arrived late.

A. Hunter arrived late.

B. COVID Adopted Plan for Staff

In an effort to prevent spreading of the coronavirus, Wesley International Academy has embraced a series of regulations for faculty, staff and students.

- maintain social distances guidelines
- encouraging clean hands
- mandating face covering / masks (all WIA employees)
- cleaning and disinfecting surfaces daily
- signs and messages in visible locations to promote protective measures
- feel sick? stay home

School Operations

- virtual open house for parents and students
- virtual onboarding for all new hires
- virtual staff meetings
- virtual grade level meetings
- conduct extensive daily cleaning and disinfecting services
- deep cleaning services on Friday - Sunday
- daily temperature checks for staff and students upon entering the building
- scheduled schooled visits for physical meetings (limit to 10 people) - Approved by Admin
- entry and exit points specified
- social distanced drop off and pick up for students
- dismissal procedures that avoid crowding or gathering
- substitute teachers will have to adhere to all processes
- no food deliveries by 3rd parties will be allowed
- there is **additional leave time allotted** for covid related absence, in addition the standard paid time off.

IV. Board Chair Updates

A. Housekeeping Matters

- Board Training for FY20 Due Date extended to 9/30
- Board calendar for FY21

B. 2020-21 Committee Membership

- Academic Excellence

- Finance
- Governance
- Development

All are encouraged to join a committee including non board members.

V. Board Committee Reports

A. Finance Committee

Lisa is working on closing the books for this year and preparing to work with an auditor during summer / fall time frame.

B. Academic Excellence Committee

C. Governance

Last month's meeting was focused mainly on the strategy for the fall opening.
(covered earlier in the meeting)

VI. Closing Items

A. Adjourn Meeting

K. Delp made a motion to adjourn.

M. Causey seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:51 PM.

Respectfully Submitted,
E. Cater

Documents used during the meeting

- WesleyBoardCalendar2020-21.pdf
- April_2020_FC_Financial_Report_Unaudited.pdf
- FC_March_Financial_Report.pdf