



WESLEY
INTERNATIONAL ACADEMY

Wesley International Academy

Wesley Special Board Meeting

Weighted Lottery Recommendation Review

Date and Time

Tuesday March 1, 2022 at 6:00 PM EST

Location

<https://us02web.zoom.us/j/7229250184?pwd=QjRkZlFLRjBFendOMWIZWCtBVW1nUT09>

Meeting ID: 722 925 0184

Passcode: WIAevent1

The Special March 2022 meeting of the WIA Board of Directors will take place on **Tuesday, March 1, 2022 beginning at 6:00pm**. This meeting will be held virtually via [Zoom](#) (Passcode: WIAevent1).

We hope to see as many stakeholders attend as possible.

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:00 PM
Opening Items			
A. Record Attendance and Guests		Mazie Lynn Guertin	5 m
B. Call the Meeting to Order		Douglas Hrabe	1 m
C. Agenda Adoption	Vote	Douglas Hrabe	2 m

	Purpose	Presenter	Time
<ul style="list-style-type: none"> • Opportunity to make any necessary amendments or modifications to the meeting agenda 			
D. Approve Minutes - February 2022 Board Meeting	Approve Minutes	Douglas Hrabe	3 m
Approve Minutes from February 2022 regularly scheduled meeting			

II. Public Comments **6:11 PM**

A. Public Comments	Discuss	Douglas Hrabe	5 m
<p>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.</p> <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 https://docs.google.com/forms/d/1F-1HHyOAtNISLHxyfyZ9e_a3DPZZBCX7bubkbqZ9nIY/viewform. Please note, online sign up will close fifteen minutes before the start of the meeting. Those wishing to speak that have not signed up online in advance of the meeting may sign up in person prior to the beginning of the board meeting. • In the interest of time, <i>all policies and procedures, specifically time limits, will be strictly enforced.</i> 			

III. Executive Director Updates **6:16 PM**

A. Weighted Lottery Report and Approval	Vote	Jason Marshall	30 m
Presentation by Dr. Jarod Apperson			

IV. Board Chair Updates

V. Old Business

- Updates from Committee Chairs

	Purpose	Presenter	Time
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VI. New Business

VII. Closing Items

A. Adjourn Meeting

Vote

Douglas Hrabe

Coversheet

Approve Minutes - February 2022 Board Meeting

Section: I. Opening Items
Item: D. Approve Minutes - February 2022 Board Meeting
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for February Board Meeting on February 1, 2022

APPROVED



WESLEY
INTERNATIONAL ACADEMY

Wesley International Academy

Minutes

February Board Meeting

Date and Time

Tue Feb 1, 2022 at 6:00 PM

Location

Public Comments: <https://docs.google.com/spreadsheets/d/13iJ4g8T5iWaWEsJ-lopmana4UcevHdq3C1EA1nLMxY0/edit?usp=sharing>

<https://us02web.zoom.us/j/7229250184?pwd=QjRkZiFLRjBFendOMWIZWCtBVW1nUT09>

Meeting ID: 722 925 0184

Passcode: WIAevent1

The February 2022 meeting of the WIA Board of Directors will take place on **Tuesday, February 1, 2022 beginning at 6:00pm**. This meeting will be held virtually via Zoom. We hope to see as many stakeholders attend as possible.

Directors Present

A. Hunter (remote), B. Mitchell, C. Hill (remote), D. Hrabe (remote), E. Cater (remote), G. Burnett (remote), J. Wright (remote), K. Boyer (remote), K. Jones (remote), M. Guertin (remote), T. Ryan-Lawrence (remote)

Directors Absent

None

Directors who arrived after the meeting opened

B. Mitchell, G. Burnett, K. Jones

Ex Officio Members Present

J. Marshall (remote)

Non Voting Members Present

J. Marshall (remote)

Guests Present

C. Hudson (remote), D. Johnson (remote), D. Mason (remote), D. Satterfield (remote), L. Price (remote), R. Goodman (remote), R. Pavone (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

D. Hrabe called a meeting of the board of directors of Wesley International Academy to order on Tuesday Feb 1, 2022 at 6:03 PM.

C. Agenda Adoption

C. Hill made a motion to Adopt the Agenda as presented.
T. Ryan-Lawrence seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve Minutes - December 2021 Board Meeting

E. Cater made a motion to approve the minutes from December 2021 December Board Meeting on 12-07-21.
K. Boyer seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Public Comments

A. Public Comments

B. Mitchell arrived.
K. Jones arrived.
G. Burnett arrived.

III. Board Chair Updates

A. Letter of Assurance

T. Ryan-Lawrence made a motion to Approve the letter of assurance as presented for Chair's signature and return to APS.

K. Jones seconded the motion.

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

IV. Executive Director Updates

A. School Updates

- Tonight boy's basketball team competing in playoffs tonight at KIPP Collegiate
- Girl's basketball team qualified but did not have enough players to play due to COVID outages
- SPLOTS funds of \$8.7M in renovation funds from APS for the school infrastructure - capital improvements
 - Very timely due to significant space constraints
 - Recent meeting with architect for renderings for potential partnership with APS for renovations
 - WIA will likely need to contribute funds in addition to the \$8.7M to realize the needed improvements
 - Architects fees for drawings is \$100K - potential for cost sharing with APS
 - History of similar improvements for APS district school managed by KIPP in Grove Park

Dr. Satterfield

- PYP data talks with teachers and instructional coaches are underway to assess student progress and determine necessary teacher supports, both social and academic
- Monthly STEM Day on the final Friday of each month
- Consultant continues to provide guidance with Multi-Tiered Support System, another way of offering support for behavior and academics in the classroom
- Teachers preparing for parent/guardian conferences
- 23 Student IB Ambassadors (grades 4-8) recently selected to represent the school in various settings and support younger students

Ms. Goodman

- Reenergized and fresh teachers have returned from the break - contrast to a difficult fall
- Data and student growth discussions occurring now
- 8th grade student, Alice Davis, 2nd place in District Spelling Bee
- Several other students in the District Science Fair

- Wellness for Educators providing self-care for teachers through efforts like book studies

V. Governance

A. Committee Report

- Kwende Jones will be trained to use Leader Keys in order that we will have the requisite number of Directors trained - Donica Jones assisting in the logistics

B. Use of Technology (AUP) Policy for Employees

E. Cater made a motion to Adopt the Use of Technology (AUP) Policy for Employees as presented and recommended by the Governance Committee.

B. Mitchell seconded the motion.

- Concern raised about what process if followed when discipline is required
- Executive Director articulated a process that includes conversations and written communication that allows for discussion with the employee while also noting the at-will nature of employment via our contracts and GA law
- Suggestion raised about off-duty use of social media such that personal posts about Wesley would need approval from school leadership
 - Potential negative legal implication of requiring approval
 - Potentially a concern that could be addressed in our employment contracts
 - Limit use of logo or other intellectual property without permission

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

C. Bylaw revisions to adopt

G. Burnett made a motion to adopt the bylaws as amended and presented by the Governance Committee.

M. Guertin seconded the motion.

- Thomas described revision process and both redline and working Google documents were included with the Agenda
- Thomas reviewed material changes to the Bylaws contained in the attachments

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

D. Why WIA will not pursue separate school codes for PYP and MYP

- Long-term conversation on the Board about the concern that being K-8 will perpetually cause Wesley to have a low Climate Score
- Donald Mason researched the issue and the ultimate recommendation was attached to the agenda

E. Cater made a motion to adopt the statement as an archive of the basis for Wesley's school code being that of an elementary school.

J. Wright seconded the motion.

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

E. ED Evaluation Subcommittee Report

Update on Goals

- Teacher retention: have had a few resignations - more specific numbers will follow at the next meeting, though believed to be trending in the right direction
- Fundraising: 12/31/21 - \$81K with projected Y/E of \$104K
- Student Growth: MAPP testing in the Spring
- Restorative Practices Training: On target to meet goal with November training completed and another schedule for February
- Increase of Gifted Certified Teachers: on track

F. Upcoming Cyclical Calendar Items

- Review and update Family & Student Handbook for approval before end of this school year
- Review and update Staff Handbook for approval before end of this school year

G. Annual School Calendar

- Calendar recommended by the administration is subject to change if required by APS policy decisions
- Balanced Calendar remains in place
- Moved Winter Break out a week to align with APS
- Alignment with APS is helpful to families with children in both Wesley and traditional APS schools

G. Burnett made a motion to approve the school calendar as presented by school leadership with addition of Juneteenth as a recognized holiday and the public distribution of a version with only student-relevant dates.

K. Jones seconded the motion.

- 12-month employees - will Juneteenth be recognized?
 - Was recognized in 2021 and will be in 2022 despite not being currently listed on the 2022 calendar
- Lisa will produce a calendar listing only those dates directly relevant to students (e.g., excluding 10 and 12-month employees)
- Eva reminded the group of the idea of having more frequent, shorter breaks previously discussed.

- APS alignment and overall design made this idea impracticable

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

H. Continuation of virtual board and committee meetings.

- Thomas recommends that we continue to meet virtually for regular and committee meetings
- Agreement among the Directors

VI. Finance

A. Review of October 31, November 30 and December 31 Financial Statements (not audited)

- Midyear budget revision is built from the December financial statements
- General trends are as expected
- Payroll expenditures a little higher than normal due to December payouts of stipends, etc.
- Federal funds - CARES monies - are reimbursed rather than provided via monthly draws as state and local funds are from APS resulting in what can be months of lag time between expenditures and reimbursements
 - Our cash reserves support this lag

B. Presentation of Amended Financial Policies

- Financial policy review every 5 years (as is Charter Renewal)
- Outside audit includes policy review
 - Unqualified, unmodified audits over the past 5 years
- Updates capture changes to daily functions caused by remote and COVID-related variables and provide guidance for the community in seeking additional detail regarding fiscal activities of the school

T. Ryan-Lawrence made a motion to approve the amended Financial Policies as provided with the agenda and presented.

B. Mitchell seconded the motion.

- Concern about ransomware protective measures and curiosity about what is used to protect our accounts in this regard
 - Additional rider in our insurance policy re: cybercrimes
 - Email filter added to email - Mimecast
 - Banking is all accomplished on outside platforms/servers
 - Opensource firewall offers adaptive monitoring

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

C.

Presentation of Recommended Midyear Budget Revision

- Annual effort in conjunction with state budget work in the General Assembly
- Adjust based on actual spending during course of the year to date and projected spending through fiscal year-end
- Federal reimbursement process previously discussed leaves some line items underfunded, but are expected to be received
 - Not reflected in the ending cash balance
 - Upside on the revenue side is expected, but not documented due to uncertainty
 - Guidance on how and what the reimbursements function and include changes from time to time and has allowed additional reimbursement requests
- Budget Revision Highlights
 - Revenue: initial forecast of \$13.4M is now revised to \$13.8M (increase driven by federal CARES funds coupled with slight Title I increase)
 - Expenses: initial forecast of \$13.3M is now revised to \$13.8M (forecast of \$82k deficit which could be offset by changes to APS fund balance usage, for instance)
 - Compensation: \$182k increase (additional hires, but offset by healthcare savings)
 - Support Services: \$85k increase (Viral Solutions represents a large portion)
 - Requesting reimbursement, and likely, but not yet approved, so not included in the revised budget
 - Maintenance & Operations: \$127k increase (higher than anticipated maintenance, tech services, & janitorial services - possible reimbursement)
 - Capital Expenditures: initial forecast of \$242k is now revised to \$295k
 - Have deferred some planned expenditures in favor of unexpected (either in timing or need) emergent capital needs
 - HVAC unit replacements: \$50k (offset by facilities grant)
 - Trailers: \$60k
 - Video Surveillance Cameras: \$75k
 - Cash Balance: initial forecast of \$3.1M is now revised to \$2.8M (\$342k change)

G. Burnett made a motion to approve the FY2022 Amended Budget Revision as presented.

T. Ryan-Lawrence seconded the motion.

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

VII. Development

A.

Development Committee Updates

- As of January 31, 2022 - \$93,676.89 received
- Projecting another \$10,425 by the end of the year resulting in \$104,101.89 if nothing more is realized
- Cold request to Gas South was successful
- Reaching out to the philanthropic community to learn about its perception of Wesley and appetite for making grants to us for enhancing our learning space (rather than growing to accommodate more students)
 - Cox Curry is advising and believes legacy foundations in Atlanta would be interested to hear from our Development Team

B. FY22 Board Pledges Update

- Board is now at 100% for pledged giving in FY22

VIII. Academic Excellence

A. AEC Committee Update

- Posted Jobs with resumes coming in and interview on the horizon
 - Dean of Students - discipline-focused administrative leader
 - PYP PBIS Coordinator - positive behavioral support
- Discipline Data Review
 - Timeframe was leading up to Winter Break which is often a difficult time for discipline concerns
 - Expectation from MYP parents that behavior occurring on break and during virtual instruction will be addressed by the school administration
 - Investigating training for parents and families regarding healthy engagement of social media
- Academic Data Review
 - Significant math improvement
 - Concern about reading acumen

K. Boyer made a motion to begin Executive Session.

C. Hill seconded the motion.

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

IX. Executive Session

A. Personnel Contract Review

- Five New Hires for Spring Semester
 - 2 PYP teachers
 - School-wide Connections teacher

- Social Worker
- MYP Chinese teacher

X. Post-Executive Session Matters

A. Personnel Contract Ratification

C. Hill made a motion to to ratify the 5 contracts presented by the Executive Director.

T. Ryan-Lawrence seconded the motion.

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

XI. Closing Items

A. Adjourn Meeting

K. Boyer made a motion to adjourn.

G. Burnett seconded the motion.

The board **VOTED** unanimously 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 8:10 PM.

Respectfully Submitted,

M. Guertin

Coversheet

Weighted Lottery Report and Approval

Section: III. Executive Director Updates
Item: A. Weighted Lottery Report and Approval
Purpose: Vote
Submitted by:
Related Material: Lottery Review and Recommendation_20220301.pdf

Jarod Apperson, PhD
 732 Brookline St SW
 Atlanta, GA 30310
 jarodapperson@gmail.com
 (917) 287-9420

March 1, 2022

Wesley International Academy
 Attention: Jason Marshall
 211 Memorial Drive
 Atlanta, GA 30312

Re: Review of 2021 Lottery/Enrollment and 2022 Weight Recommendation

Dear Mr. Marshall:

I hope this letter finds you well. Thank you for the 2021 lottery and enrollment data that you and your team recently provided as well as the 2022 lottery applicants to date. I've reviewed this data and am writing to summarize the results of the 2021 lottery and recommend a weight for this year as Wesley International Academy works toward its goal of serving more economically disadvantaged students.

REVIEW OF 2021 KINDERGARTEN LOTTERY RESULTS

During the 2021 lottery cycle, Wesley admitted 80 kindergarten students. Using the data provided, I analyzed the rate at which those admits converted to enrolled students. The table below shows that a total of 35 of the 80 students admitted at the time of the lottery ended up enrolling. This reflects a yield rate of 44%. That rate is down from the 2019 and 2020 yield rates which were 61% and 56%, respectively. The data also shows that, consistent with previous years, economically disadvantaged students were slightly less likely to ultimately enroll. Only 40% of admitted economically-disadvantaged students ended up enrolling while 52% of not economically-disadvantaged students ended up enrolling. In 2021, these rates were 43% and 76%, respectively. While both were down, the biggest reduction came among the applicants who are not economically disadvantaged.

Effects of the Covid-19 pandemic may have impacted yields.

Description	Number			Percentage	
	Economically Disadvantaged	Not Economically Disadvantaged	Total	Economically Disadvantaged	Not Economically Disadvantaged
Number of Students Enrolled	21	14	35	60%	40%
Divided by: Number of Students Admitted	53	27	80	66%	34%
Yield Rate	40%	52%	44%		

Mr. Jason Marshall
 Re: **Review of 2020 Lottery Results and Enrollment**
 March 1, 2022

To fill available seats, Wesley also admitted several students from its waitlist who ended up enrolling. A total of 48 students not admitted at the time of the lottery ended up enrolling as of the October 2021 FTE count.¹

When the students admitted at the time of the lottery are combined with the 48 students later admitted, there were a total of 83 students enrolled as of the October 2020 FTE count. Below is a summary of those enrolled students by economically disadvantaged status.

Description	Number of Enrolled Students			Percentage of Enrolled Students	
	Economically Disadvantaged	Not Economically Disadvantaged	Total	Economically Disadvantaged	Not Economically Disadvantaged
Admitted on Lottery Date	21	14	35	60%	40%
Admitted Subsequently	11	37	48	23%	77%
Total	32	51	83	39%	61%

From our discussions, I understand that the organization has established a goal that at least 60% of students be economically disadvantaged. Based on this criterion, the evidence from 2021 suggests that the weighted lottery was successful at helping the school create an original pool of admitted students consistent with its goals. Of the students admitted on the lottery date who ultimately enrolled, exactly 60% were economically disadvantaged. However, the need to ultimately extended offers to students ranked further down the waitlist and those who applied after the lottery date (thus not affected by the weight) pulled the share of economically disadvantaged students down to 39%.

This result was nonetheless an improvement over the prior year when 33% of the enrolled kindergarteners self-identified as economically disadvantaged.

Both the admit pool and the final cohort were relatively close to the expectations shared in my recommendation letter last year. The admit pool was 66% economically disadvantaged, very close to the estimate of 67%. The ultimate cohort was 39% economically disadvantaged, on the high end of the range from 28% to 39% that I estimated. The result ended up on the high end because once the waitlist was exhausted, the school admitted some additional economically disadvantaged students who had not applied at the time I analyzed last year's data.

REVIEW OF 2021 ADMITS FOR GRADES 1 THROUGH 8

Due to the Covid-19 pandemic, a substantial number of students were admitted to the school from all grades. Below you will find a table summarizing newly enrolled students in grades 1 through 8.

¹ Twenty-one of these students were on the waitlist from the time of the lottery. Additionally, 27 enrolled students were not part of the original applicant pool at all but applied later. Four of the 27 students added later were either a sibling of an enrolled student or the child of an employee/board member. The remaining 23 did not fall in these categories but were offered admission once the original waitlist had been fully exhausted.

Mr. Jason Marshall
 Re: **Review of 2020 Lottery Results and Enrollment**
 March 1, 2022

Description	Number of Enrolled Students			Percentage of Enrolled Students	
	Economically Disadvantaged	Not Economically Disadvantaged	Total	Economically Disadvantaged	Not Economically Disadvantaged
Admitted on Lottery Date	-	-	-		
Admitted Subsequently	22	17	39	56%	44%
Total	22	17	39	56%	44%

As you can see, a total of 39 students were admitted. All of these students were admitted through the waitlist as there were no seats available on the lottery date.

TREND OF DIRECTLY CERTIFIED STUDENTS

Direct certification is one measure of economic disadvantage based on whether a student’s family receives assistance through government programs such as the Supplemental Nutrition Assistance Program. Data collected by the Atlanta Public Schools indicates Wesley shifted toward serving more directly certified students from October 2018 to October 2020. In October 2018, 35% of the school was directly certified. By October 2020, that percentage rose to 50. This trend is consistent with the organization making significant progress toward achieving its goals.

Grade	Percentage of Directly Certified Students		
	October 2018 Count	October 2019 Count	October 2020 Count
Kindergarten	45%	60%	47%
1st Grade	29%	47%	61%
2nd Grade	45%	41%	56%
3rd Grade	40%	48%	46%
4th Grade	27%	53%	48%
5th Grade	36%	27%	57%
6th Grade	30%	49%	41%
7th Grade	46%	40%	51%
8th Grade	21%	57%	43%
Total	35%	47%	50%

We requested and received data from October 2021 from the district; however, it does not appear to accurately reflect data for newly-enrolled students. A final version of the data will be requested next year once direct-certification has been verified for all students.

REVIEW OF 2022 KINDERGARTEN LOTTERY APPLICANTS

My recommendation is that you **use a weight of 20**, the maximum allowed under your charter. I summarize below the basis for that recommendation.

Below you will find a table summarizing kindergarten applicants from the 2022 cycle.

Mr. Jason Marshall
 Re: **Review of 2020 Lottery Results and Enrollment**
 March 1, 2022

Description	Number of Applicants			Percentage of Applicants	
	Economically Disadvantaged	Not Economically Disadvantaged	Total	Economically Disadvantaged	Not Economically Disadvantaged

Kindergarten by Admissions Tier:

Sibling/Board/Employee	9	17	26	35%	65%
Other Applicants	29	120	149	19%	81%
Total	38	137	175	22%	78%

As you can see, a total of 175 students applied for kindergarten admission through February 25, 2022. At this point last year, a total of 191 students had applied. This continues a downward trend from the 251 students who had applied at this point in 2020.² The decrease occurred among economically disadvantaged students while the number of applicants who are not economically disadvantaged increased slightly. As a result, the share of the applicant pool who self-reported being economically disadvantaged fell to 22% from 31% last year. This placed the share closer in line with the 2020 applicant pool which was 23% economically disadvantaged.

Because the school will admit 88 kindergarten students, all students who have a sibling already attending Wesley and those who are the child of a board or employee member will be admitted. Therefore, the weight will play a factor for the other students.

For Wesley to reach its goal of having 60% of the 2021 kindergarten cohort be economically disadvantaged, the school needs at least 53 economically disadvantaged students to enroll.

Historically, between 40% and 57% of admitted students who were economically disadvantaged ended up enrolling. If the school were to admit all the economically-disadvantaged students who applied, and a similar yield rate occurred, the resulting cohort would only have between 15 and 21 economically disadvantaged students, substantially fewer than the goal of 53.

I am recommending that the school use a weight of 20, the highest weight available under Wesley’s charter. This will result in an **admit pool that is approximately 43%** economically disadvantaged. However, the profile of enrolled students in October 2022 will likely fall further short of the school’s goal as not all admitted students will enroll and very few of the students on the waitlist will be economically disadvantaged. If the yield rate mirrors past cohorts, **the October 2021 FTE count will have between 17% and 24% economically disadvantaged students.**³

It is unknown how many applicants who have not yet applied may ultimately enroll. Last year, because the school went through the full waitlist, 27 students who were not in the data at this time of year ended up being part of the cohort. This represented a significant proportion (33%) of the overall cohort. Since the number of kindergarten applicants to date is lower than last year, the school may again exhaust its waitlist and extend offers to students who are not in the

² Of the 175 kindergarten applicants, 20 were out-of-district. Historically, very few out-of-district students have ultimately presented the necessary documentation to confirm residence in the district and enroll. In 2021, three of the 19 out-of-district students offered seats ended up enrolling.

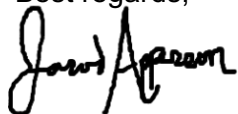
³ The estimates are based upon applicant data through February 25, 2022. Should substantial numbers of economically disadvantaged students apply at the last moment, higher rates of economically disadvantaged students are possible. However, this was not observed during the 2020 or 2021 cycle.

Mr. Jason Marshall
Re: **Review of 2020 Lottery Results and Enrollment**
March 1, 2022

current applicant pool. Because late applicants are not part of the weighted lottery, they receive admission offers based on the order in which they apply. The late applicants last year who ended up as part of the cohort were 37% economically disadvantaged. This dynamic could result in a cohort with more economically disadvantaged students than 17% to 24% the current applicant pool would suggest; however, it is very unlikely these late applicants would lead the school to reach or surpass its goal of 60%.

I hope that this summary has been clear. However, should you have any questions or need additional information, please don't hesitate to call or email.

Best regards,

A handwritten signature in black ink, appearing to read "Jarod Apperson". The signature is written in a cursive, somewhat stylized font.

Dr. Jarod Apperson