

APPROVED



# Wesley International Academy

## Minutes

### October Board Meeting

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#### **Date and Time**

Tuesday October 17, 2017 at 6:00 PM

#### **Location**

WIA Media Center

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The October meeting of the WIA Board of Directors will take place on Tuesday October 17, 2017 beginning at 6:00pm in the WIA Media Center. We hope to see as many stakeholders attend as possible.

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#### **Directors Present**

B. Gay, C. Hill, D. Holloman, E. Buckner, K. Delp, M. Guertin, N. Jones, S. Burnes, T. Ryan-Lawrence, T. Tidwell

#### **Directors Absent**

J. Hansen

#### **Directors who arrived after the meeting opened**

E. Buckner, K. Delp, N. Jones

#### **Ex Officio Members Present**

J. Marshall

#### **Non Voting Members Present**

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J. Marshall

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## I. Opening Items

### A. Record Attendance and Guests

### B. Call the Meeting to Order

B. Gay called a meeting of the board of directors of Wesley International Academy to order on Tuesday Oct 17, 2017 at 6:07 PM.

### C. Approve Minutes

T. Ryan-Lawrence made a motion to approve minutes from the September Board Meeting on 09-19-17 September Board Meeting on 09-19-17.

C. Hill seconded the motion.

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

#### Roll Call

S. Burnes	Aye
D. Holloman	Aye
B. Gay	Aye
T. Ryan-Lawrence	Aye
T. Tidwell	Aye
C. Hill	Aye
E. Buckner	Absent
J. Hansen	Absent
N. Jones	Absent
K. Delp	Absent
M. Guertin	Aye

## II. Executive Updates

### A. October 19th Training

Agenda sent out by Governance yesterday.

### B. Reminder: State DOE Charter Renewal Interview

### C. November Board Meeting

B. Gay made a motion to Move November board meeting to November 1st, which is a Wednesday at 6:00pm in the Media Center.

T. Ryan-Lawrence seconded the motion.

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

#### Roll Call

T. Ryan-Lawrence Aye

**Roll Call**

B. Gay	Aye
N. Jones	Absent
J. Hansen	Absent
E. Buckner	Absent
C. Hill	Aye
D. Holloman	Aye
S. Burnes	Aye
K. Delp	Absent
T. Tidwell	Aye
M. Guertin	Aye

**D. Reminder: Holiday Dinner for Board and Leadership Team**

**E. Upcoming Stakeholder Meeting Dates re: Single Gender**

Located in the WIA Auditorium

K. Delp arrived.

E. Buckner arrived.

**F. Executive Committee Meeting**

October 6th, received APS's request that we clarify some of our responses to our Charter Renewal Application.

Executive Committee conference call held on Tuesday October 10th to discuss internal timelines on communicating back to APS.

Board response will begin on Thursday during training. Jason's team has already started on their portion of the response.

**G. October Special Meeting of the Board**

No need for a special meeting of the BOD for October as the November meeting has been moved to November 1st. No board vote needed, as the board already approved moving the meeting to November 1st.

**III. Executive Director Updates**

**A. Monthly Report**

Leadership met last week and yesterday regarding the response due to APS. Jason has also reached out to Kristen Moody, who will meet with the leadership team next Tuesday and Friday to help ensure a strategic and consistent voice will be used in responding to APS.

**B. Instruction**

Dr. Pullen - Study Island is being used as our benchmarking system.

Bechmarks are happening monthly.

Performance flags include Black, Economically Disadvantaged and Students with Disabilities in ELA, Math, Science and Social Studies (Students with disabilities NA in Science and Social Studies).

Using the results to come up with student specific and classroom specific action plans. This is being integrated into the school day, as one of the areas are our economically disadvantaged students and the board wants to ensure all students are given the same opportunity during the school day.

Blue Ribbon contest - work on communicating with parents to help drive the goal via Study Island.

Study Island is much more granular and specific than MAPP.

PYP is also using this system, but monitoring quarterly rather than monthly.

Currently have 9 teachers getting their gifted certifications on their own time. Very committed group of teachers working for the betterment of WIA students.

Last year, board invested additional funds into students with disabilities subgroup. Need to ensure that the investment is being used properly. If not, board is willing to look at other allocations that will help drive student performance in that specific subgroup.

N. Jones arrived.

### **C. Planning and Assessment**

Data Wise offered at the Harvard School of Management - we must apply to attend and it's not inexpensive. Can send 1 principal, 2 teachers, and 1 other administrator. Must send 4 people. Jason will send information to BOD. <https://datawise.gse.harvard.edu/>

Wesley University - Plan on offering to all teachers, the opportunity to come and study at WIA. Either 5 half days or 2 full days of training during the summer. Would like to make it optional this coming summer and mandatory the year after.

Communication is key. Goal is have everyone in the school know what last year's CCRPI score was last year and what the goal is this year, from an adult perspective.

Count Day:

784 present for count day; 794 enrolled; one of the best turnouts. Next count day is in March.

October 23rd Deputy SI coming for a visit to the school

### **D. School Climate**

Fun run was a huge success. Ewa and her team worked with administration. Children and teachers enjoyed it!

#### **IV. Academic Excellence**

##### **A. Committee Report**

Committee Membership finalized - will be reviewed during vote under Governance section.

Will be working with administration on the "town hall" meetings this week.

Possibility of an expert for CCRPI coming in to speak with the board. Will speak with Lisa regarding budget.

#### **V. Development**

##### **A. Committee Report**

New brochures for community giving program

Georgia Gives day coming up November 28th (Tuesday after Thanksgiving) - big social media blitz among the community

Would love to have a board match of \$5,000 on Georgia Gives Day. Also having community dinner on November 28th.

Community Dinner is scheduled for around 5:30pm

Working on private dinners in homes to host 10-20 people to help raise funds for WIA.

Looking in February.

#### **VI. Finance**

##### **A. Committee Report**

School was audited with a perfectly clean audit for FY17!!

School remains in a strong financial position; revenue and expenses are tracking in line with the budget.

Started talking about fundraising and investing cash as well as policies and procedures, etc. Worked with some great people at GA State and their foundation to see how these items can benefit the school going forward.

#### **VII. Governance**

##### **A. Committee Report**

Training from 4:00pm to 8:00pm Thursday; dinner will be served.

TRL to attached APS clarification letter to this month's minutes.

45 minutes to be spent on annual board goals

Please review materials sent out prior to training.

## **B. Board Recruitment and Onboarding**

Time to start thinking of recruiting board members for next year.

Interviews planned for February/March with a slate proposed in April as they attend committee meetings with a final vote in May.

Looking at various resources for seeking out new board members. Please send Tom or Elisa any possible candidates. Primary need is fundraising. Also looking at building partnerships with local colleges or large corporations.

Need a better conference call system for BOD - look into Jabra Bluetooth speaker for board meetings. Jason will look into this.

## **C. Finance Committee Membership (deferred from September)**

Members to include the following;

Clay Elrod

Chip Hill

Lisa Price

Jenn Tomasino

Suzanne Burnes

Eva Carter

Tom Tidwell

Jason Marshall, Ex-Officio

S. Burnes made a motion to approve membership as stated in minutes.

T. Tidwell seconded the motion.

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

### **Roll Call**

T. Tidwell	Aye
N. Jones	Aye
M. Guertin	Aye
E. Buckner	Aye
C. Hill	Aye
J. Hansen	Absent
B. Gay	Aye
T. Ryan-Lawrence	Aye
K. Delp	Aye
D. Holloman	Aye
S. Burnes	Aye

## **D. Finance Committee Goals (Deferred from September)**

S. Burnes made a motion to approve goals as stated in minutes.

T. Tidwell seconded the motion.

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

### Roll Call

J. Hansen	Absent
S. Burnes	Aye
C. Hill	Aye
D. Holloman	Aye
B. Gay	Aye
T. Tidwell	Aye
E. Buckner	Aye
M. Guertin	Aye
T. Ryan-Lawrence	Aye
K. Delp	Aye
N. Jones	Aye

1. Develop and approve a mid-year budget for 2017-2018 by the February board meeting.
2. Develop and approve a mid-year budget for 2018-2019 by the May board meeting.
3. Finish and approve the financial policies that were part of the 2016-2017 committee goals.
4. Review the school's financial position every month to ensure the school maintains its sound financial position.
5. Enhance coordination and communication with the Development committee.
6. Continue to monitor anticipated changes in the school's funding streams and identify strategies to help school leadership manage these fluctuations.

### E. Academic Excellence Committee Membership (Deferred from September)

Committee to include:

Jan Hansen  
Anna Terry  
Jason Marshall  
Kelini Parker  
Donald Mason  
Alister Pullen  
Donica Johnson  
Tim Frederick  
Felica Dixon  
Richard Quartarone  
Anita Lawrence  
Tomiko Thompson  
Felica Butler  
Colette Minifield  
Darryl Hollomon  
Elisa Buckner

D. Holloman made a motion to approve committee members as stated in minutes.

C. Hill seconded the motion.

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

**Roll Call**

S. Burnes	Aye
E. Buckner	Aye
D. Holloman	Aye
T. Tidwell	Aye
M. Guertin	Aye
N. Jones	Aye
T. Ryan-Lawrence	Aye
C. Hill	Aye
B. Gay	Aye
K. Delp	Aye
J. Hansen	Absent

**VIII. Other Business**

**A. PTSA Board Meeting Update**

Cleaned up some accounting regarding dragon boat and prepping for the fun run. Leadership team and PTSA did a fantastic job pulling that event off.

**B. Board on Track Implementation**

Free event an ANCS on 10/24 - Mazie Lynn sent out email. Please send any supporting documentation and longer notes to Secretary in advance so they can be included in the agenda.

**C. Public Comments**

None.

**IX. Closing Items**

**A. Adjourn Meeting**

B. Gay made a motion to adjourn the meeting.  
T. Ryan-Lawrence seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

T. Ryan-Lawrence	Aye
C. Hill	Aye
S. Burnes	Aye
N. Jones	Aye
T. Tidwell	Aye
J. Hansen	Absent
D. Holloman	Aye
K. Delp	Aye
E. Buckner	Aye



**Roll Call**

M. Guertin           Aye

B. Gay                Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:50 PM.

Respectfully Submitted,

B. Gay