APPROVED

Wesley International Academy

Minutes

July 2018 Board Meeting

Date and Time
Tuesday July 17, 2018 at 6:00 PM

Location
Media Center, Wesley International Academy, 211 Memorial Dr., Atlanta, GA 30312

The July 2018 meeting of the WIA Board of Directors will take place on Tuesday, July 17, 2018 beginning at 6:00pm in the WIA Media Center. We hope to see as many stakeholders attend as possible.

Directors Present
A. Lewis, C. Hill, I. Askia, J. Hansen, K. Delp, M. Guertin, T. Ryan-Lawrence, T. Tidwell

Directors Absent
D. Holloman, J. Wright, S. Burnes

Directors who arrived after the meeting opened
C. Hill

Ex Officio Members Present
J. Marshall (remote)

Guests Present
A. Pullen, D. Roberts, L. Price

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

M. Guertin called a meeting of the board of directors of Wesley International Academy to order on Tuesday Jul 17, 2018 at 6:05 PM.

C. Approve Minutes

Jan's last name is Hansen, not Hill.
T. Tidwell made a motion to approve minutes from the June Board Meeting on 06-19-18 June Board Meeting on 06-19-18.
J. Hansen seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

M. Guertin	Abstain
D. Holloman	Absent
I. Askia	Aye
J. Hansen	Aye
T. Ryan-Lawrence	Aye
S. Burnes	Absent
K. Delp	Aye
T. Tidwell	Aye
C. Hill	Absent
J. Wright	Absent
A. Lewis	Aye

II. Executive Director Updates

A. Monthly Report

C. Hill arrived.
Working on closing the summer out strong with hiring. On last count, we had 3-4 more hires for PYP.
Debbie Satterfield, PYP Principal - 5th grade teacher candidate is present this evening that we are making an offer on. More interviews coming up.
New teacher orientation for MYP last week and new teacher orientation for PYP Friday.

III. Public Comments

A. Public Comments

None present.

IV. Board Chair Updates

A. Housekeeping Matters

Charter Renewal Update: We have signed everything we need to sign and it is out the door to APS. Waiting on copies of executed contracts. APS has signed and we are now waiting on GaDOE.

Financial Addendum with APS needs to go to August board meeting of APS for approval. They have a hiatus in July, so they have not yet had the opportunity to present to the full board. We will not have it for our August meeting because of our meeting time change, but should have it by September meeting.

Board documents - Each year, we have to execute member agreements, code of ethics and acknowledgement of conflicts. We currently have 5 in, but need to get the other 6 back in so they are completed. Were sent through Docusign.

B. Dashboard Concept

Have been discussing Dashboard concept for a few months. Continuing to work on it. Discussed with Elisa Falco to see if there are any best practices in the Charter world; Elisa sent a really wonderful template for layout, which has been one of our largest challenges. Breaks down into monthly, quarterly, etc. Need to have a focus on our growth and this template seems to be a good start. Hope to have a final version to show in September.

Jason - Has been working with APS to get access to their system to be able to view their dashboard. Hope to have access to it in the next couple of weeks, which could help us pull information in a more streamlined manner. Previously, had a cost associated with it, but has since become complimentary.

Mazie Lynn and Jason met with two individuals from APS who shared that the GaDOE is starting a performance metrics report (report card) for all charter schools to track performance on an on-going basis to make the renewal process easier in the future. Will include, Achievement, Value Added Measure, Progress, CCRPI, BTO, and SWSS target (began in 2016-2017).

C. 2018-19 Committee Meeting Schedule

Committee meetings will be held the third week of the month beginning in August. Tentative Schedule as follows:

Katie Delp - Development - Third Thursday at 4:00pm
Jan Hansen - Academic Excellence - Third Tuesday at 4:45pm
Tom Tidwell - Governance - Third Monday at 4:30pm
Chip Hill - Finance - Third Wednesday at 8:00am

Primary committees this year:
Chip - Finance
Tom - Governance and Finance
Darryl - Finance
Katie - Development and Finance and ED Evaluation
Thomas - Governance and ED Evaluation
Andrea - Academic Excellence
Ilham - Development
Jan - Academic Excellence
John -
Mazie Lynn - Ex officio on as many as possible
Suzanne - Development

Committee chairs need to put the committee meetings into BOT for the rest of the year prior to the August board meeting. Also, reminder to create agendas and make public within 7 days of the meeting. Bring membership rosters to the October meeting; we will vote to ratify them then.

Working to promote committees via PTA and also work through the PTA to have a member of PTA board at each committee meeting.

D. 2018-19 Calendar Discussion

Board meetings are moving to the first Tuesday of the month beginning in August.

China night will be February 1st and it's going to be BIG! So be ready. Activities the 4th - 8th with another possible function on 9th. Biggest challenge is finding an affordable space to have China night in. Looking at 300 people total attendance.

We will meet in December this year since it's the first week of the month; will not meet in January. July and April will shift to the second week of the month. Mazie Lynn will create an annual calendar and send out sans details; details will always be listed on the public portal.

Thomas to reach out to Elisa Falco to see if training requirements are the same for FY18-19.
Potential training dates for board members:
Implicit Bias Training and Board level training around academics are two modules we're looking at with Elisa Falco.
Looking at 4:30 to 8:30
September 10, 11, 12 and October 22, 24 --> after looking through calendars, decided on September 11th.

V. Academic Excellence

A. Committee Report

No meeting this month

VI. Development

A. Committee Report

Including the T-Mobile grant, we're over $100K raised for last year.
No meeting this month. Working on launching red thread at Wesley Welcome Day.
There will be a China Night Committee which will officially launch in August.
Need volunteers for Wesley Welcome Day; July 30th.
Working on a Grant through the Blank foundation. Received confirmation today they received the final paperwork. $5,000 focused on improving the physical fitness of MYP females.

VII. Finance

A. Committee Report

Attachment in BOT is in the incorrect spot. The only attachment this month, other than minutes, belongs under the finance committee.

All please review policies attached and supply feedback to Chip and Lisa by this Friday. Will vote on this next month.

B. 2018 Audit Update

Once school gets going, things will settle with other projects (Chromebooks) and will begin working on the audit. Will be focused on audit through the month of August and part of September.

C. APS DE46 Reporting Deadlines

Due mid-August. DE46 allows for use of unaudited numbers, which works as it is due before the audit will be finalized.

VIII. Executive Session

A. Convene Executive Session: Personnel Matters

T. Ryan-Lawrence made a motion to to enter into Executive Session.

T. Tidwell seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

A. Lewis	Aye
I. Askia	Aye
T. Tidwell	Aye
D. Holloman	Absent
T. Ryan-Lawrence	Aye
J. Hansen	Aye
K. Delp	Aye
S. Burnes	Absent
M. Guertin	Abstain
C. Hill	Aye
J. Wright	Absent

B. Adjourn Executive Session: Personnel Matters

T. Tidwell made a motion to exit executive session.
C. Hill seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

I. Askia	Aye
T. Ryan-Lawrence	Aye
D. Holloman	Absent
K. Delp	Aye
A. Lewis	Aye
J. Hansen	Aye
J. Wright	Absent
T. Tidwell	Aye
C. Hill	Aye
S. Burnes	Absent
M. Guertin	Abstain

IX. Closing Items

A. Adjourn Meeting

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

Roll Call

T. Tidwell	Aye
J. Hansen	Aye
J. Wright	Absent
D. Holloman	Absent

Roll Call

K. Delp	Aye
I. Askia	Absent
S. Burnes	Absent
C. Hill	Aye
M. Guertin	Abstain
T. Ryan-Lawrence	Aye
A. Lewis	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:12 PM.

Respectfully Submitted,
T. Ryan-Lawrence