APPROVED

Wesley International Academy

Minutes

September Board Meeting

Date and Time
Tuesday September 3, 2019 at 6:00 PM

Location
211 Memorial Dr, Atlanta, GA 30312

The September 2019 meeting of the WIA Board of Directors will take place on Tuesday, September 3, 2019 beginning at 6:00pm in the WIA Media Center. We hope to see as many stakeholders attend as possible.

Directors Present
A. Hunter, B. Mitchell, C. Hill, D. Hrabe, E. Cater, F. Carroll, J. Hansen, K. Delp, M. Guertin, M. Rogers, T. Ryan-Lawrence, T. Tidwell

Directors Absent
J. Wright

Directors who arrived after the meeting opened
A. Hunter

Ex Officio Members Present
J. Marshall

I. Opening Items

A.

Record Attendance and Guests

B. Call the Meeting to Order

E. Cater called a meeting of the board of directors of Wesley International Academy to order on Tuesday Sep 3, 2019 at 6:06 PM.

C. Agenda Adoption

J. Hansen made a motion to Adopt Agenda.
C. Hill seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

T. Tidwell	Aye
F. Carroll	Aye
M. Guertin	Aye
J. Wright	Absent
B. Mitchell	Aye
T. Ryan-Lawrence	Aye
K. Delp	Aye
A. Hunter	Absent
J. Hansen	Aye
C. Hill	Aye
M. Rogers	Aye
D. Hrabe	Aye
E. Cater	Aye

D. Approve Minutes

J. Hansen made a motion to approve minutes from the August Board Meeting on 08-06-19 August Board Meeting on 08-06-19.
D. Hrabe seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

T. Tidwell	Aye
K. Delp	Aye
J. Wright	Absent
M. Guertin	Aye
F. Carroll	Aye
J. Hansen	Aye
T. Ryan-Lawrence	Aye
B. Mitchell	Aye
D. Hrabe	Aye
C. Hill	Aye
A. Hunter	Absent
M. Rogers	Aye

Roll Call

E. Cater Aye

II. Public Comments

A. Public Comments

None

III. Board Chair Updates

A. 2019-2020 Board Committee Goals and Membership

FINANCE:

- Complete FY 2019 audit requirements (requiring final submission of external audit to APS by 10/31/19)
- Develop and approve midyear budget revision for FY 20 (Jan 2020)
- Develop and bring forward FY 2021 budget for Board approval at June 2020 meeting

ACADEMIC

- 3% gain on Milestone (proficient or above) achievement across subject area.
- To decrease the number of students scoring at a level 1 proficiency by three percent.
- To increase the number of students scoring at a level 4 by three percent.
- To improve school climate by reducing suspensions by 3 percent.

DEVELOPMENT

- Raise $75,000 of funds outside of state and local funding
- Establish 5 new relationships with significant community partners and/or philanthropy
- Provide oversight and direction for community partnerships and fundraisers
- Support the school and PTSA partnership for China Week - the largest fundraising event for the year.

GOVERNANCE

- Succession Planning
  - Create and approve succession plan for school leadership
  - Create and approve succession plan for board leadership
- Document Review
  - Review Strategic Plan
  - Revise and edit bylaws
  - Revise and update student handbooks
- Board Member Recruitment
  - Update on-boarding binder
  - Formalize timeline for board recruitment

- Committee Updates
    - Create Governance calendar
    - Review and revise description of Governance committee
- Documentation
    - Create process for accountability of board-level goals
    - Create white paper explaining efforts to meet School Climate Goals per Charter
    - Create white paper documenting processes and finding in weighted lottery.

B. Vote to Approve Committee Goals & Members

M. Guertin made a motion to Approve the committee goals and membership with the following adjustments, removing Adrian and Ewa from Governance, and removing Fran from Academic Excellence.
T. Tidwell seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
D. Hrabe	Aye
J. Wright	Absent
K. Delp	Aye
F. Carroll	Aye
T. Ryan-Lawrence	Aye
T. Tidwell	Aye
J. Hansen	Aye
M. Guertin	Aye
M. Rogers	Aye
E. Cater	Aye
B. Mitchell	Aye
A. Hunter	Aye
C. Hill	Aye

C. Dashboard Overview

We have the data in new format. Will email it out and have it ready for next meeting.

D. Financials Reporting

Moving to quarterly reporting.
Revise board member agreement will be sent out

IV. Academic Excellence

A. Report on 2018-2019 Committee Goals

Received info on milestones from last year.
Goal 1: retain 80% of teachers + score 3 on TKES. Retained 78% of teachers.

Goal 2: didn't make that goal; according to milestone we did get it; but because goal says MAP assessment, we didn't get it
MAP is indication of assessment (external)
Milestone is better indication. Will adjust measure to milestones in the future
3% achievement on milestones
Math in 8th grade is problematic; All advance students do not take it; numbers are skewed

Goal 3: school climate > Discipline Referrals & Suspensions: 72 to 66 - well done. Will continue on this trend.
Plan on breaking down that data; focusing on African American boys trends.

V. Development

A. Red Thread Project Update

Good start of the school year.

Red Thread:

- 40 families in school who pledge monthly
- 70 staff pledge monthly

Letter of Challenge:
Will go out to our school community to call for additional pledges.
Board is encouraged to pledge / give as well.

Working on Chine Week : the week of Chinese New Year. Already receiving sponsorships.

Looking for new venue since Jackson has capacity of 500 only.

Partnering with Generosity (5k RUN) at the end of October, staff will be walking / running.
Support your favorite WIA staff member.
A. Hunter arrived.

VI. Finance

A. Update on FY 2019 Audit

November 1: audit due to the state. We are on track.

B. Update on FY 2020 Budget

Wesley Funding: State of GA + APS.
Funding available based on various formulas.
This year's budget was built based on various assumptions. (similar to prior years)
Once FY started, realized we have $500k budget deficit.

Leadership team is working on evaluating what expense items can be reduced to close this gap. There is also focus on revenue growth.

Budget Deficit:
Some of the expense categories considered
- PD by 15% by conducting training locally versus traveling; bringing trainers onsite.
- Substitute teachers cost is high. Looking at this area to as well in order to stay on plan and not exceed it as in previous year.
- Maintenance
- Business Ops

70% of our is compensation which will not be considered for adjustments.
This year: 70% of budget is compensation so not much room for adjustments. We are competing with the district.
- salary increases
- enhanced benefits packages
These will not be considered for adjustments to the budget.

By 2023, plan to grow by 824 students. Working towards exalarating this number

One time issue
Budgeting Process: using 3-4 scenarios to determining budget

Balance of gap after adjustment will come from reserves

Budget revision scheduled for mid-year.

VII. Governance

A. Update on school climate and 2 school codes

School Climate:
- Goal : 4 Star Rating.
Since we are both PYP & MYP, it is impossible to obtain this rating since each school has different criteria.
Looked at what it would take to create two schools. In order to do that, we would have to have 2 campuses.

Writing white paper to rationalize why this goal is unattainable.
Chris Adams, our council, encouraged us to complete the white paper on weighted lottery.

Melanie Velez will be joining the committee meeting in October discuss gender issues, specifically gender inclusivity.

Registration Process Updates
State of the School Meeting by GA Charter Association
Update to legislation regarding the registration process.
Charter school has to enroll students that are in the zone at the time of registration. We have to accept application from anyone as long as they will be in the zone at the time of registration. They would be in the lottery.
This could impact enrollment numbers since the students may not move by the time of enrollment or first day of school must have City of Atlanta address.

Rolling Offers for Grade Levels with Opening Only:
Would like to see numbers of how many students are rolling off of the wait list. School keeps reaching out to families. Aiming for 824.

VIII. Staff Changes

A. Ratify Staff Changes

Resignations:
Cassandra Marselious 8/30
Runfun Zhang 9/6
C. Hill made a motion to Ratify the terminations stated in the comments.
D. Hrabe seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
C. Hill	Aye
D. Hrabe	Aye
J. Hansen	Aye
J. Wright	Absent
T. Ryan-Lawrence	Aye
M. Rogers	Aye
M. Guertin	Aye
T. Tidwell	Aye
B. Mitchell	Aye
E. Cater	Aye
K. Delp	Aye
F. Carroll	Aye
A. Hunter	Absent

IX. Closing Items

A. Adjourn Meeting

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

Roll Call	
T. Tidwell	Aye
D. Hrabe	Aye
J. Wright	Absent
M. Rogers	Aye
K. Delp	Aye
F. Carroll	Aye
T. Ryan-Lawrence	Aye
A. Hunter	Aye
M. Guertin	Aye
J. Hansen	Aye
B. Mitchell	Aye
E. Cater	Aye
C. Hill	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:15 PM.

Respectfully Submitted,
E. Cater