APPROVED

Wesley International Academy

Minutes

October Board Meeting

Date and Time
Tuesday October 5, 2021 at 6:00 PM

Location
https://us02web.zoom.us/j/7229250184?pwd=QjRkZlFLRjBFendOMWlZWCtBVW1nUT09
Meeting ID: 722 925 0184
Passcode: WIAevent1

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

The October 2021 meeting of the WIA Board of Directors will take place on **Tuesday, October 5, 2021 beginning at 6:00pm**. This meeting will be held virtually via Zoom. We hope to see as many stakeholders attend as possible.

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

Directors Absent

K. Boyer

Ex Officio Members Present
J. Marshall (remote)

Guests Present
C. Wyatt (remote), D. Johnson (remote), D. Mason (remote), D. Satterfield (remote), E. Moraga-Davis (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 Oct 5, 2021 at 6:01 PM.

C. Agenda Adoption

C. Hill made a motion to Adopt the agenda.
E. Cater seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve Minutes - September Board Meeting

B. Mitchell made a motion to approve the minutes from September 2021 September Board Meeting on 09-07-21.
C. Hill seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Public Comments

A. Public Comments

No public comments offered.

III. Executive Director Updates

A. School Year Summary

- As of October 2, 2021 had to quarantine the entire PYP (apart from those already out for quarantine or absent from school on September 29 - October 1, 2021.
  - Students will be out through Fall Break, returning October 18, 2021
  - 5-6 new cases since the initial case that spurred this quarantine

- There are no expected modifications to COVID response based on this situation
- Wesley had discussion with APS and Dept. of Public Health on October 4 that confirmed Wesley's decision given the scenario that played out.
- Tik Tok "challenges" are impacting the schoolhouse in a negative and challenging ways
    - Efforts to discourage through counseling and administrative staff - requires relationship rebuilding due to extended virtual reality of 2020-2021 school years
    - So far, minor incidents without personal harm
- Student services and support staff are investing a great deal in providing necessary supports to students during what is a challenging year

B. SPLOST

SPLOST (special-purpose local-option sales tax) Funding Materials Attached to Agenda

- Page 19, 29, and 56
    - Wesley's Facility Condition Assessment (FCA) Score: 67 (poor)
    - $8.7M allocated for capital improvements to Wesley's building (Cook Elementary)
    - Assessment date is unknown and whether that allocation is in current dollars is uncertain and construction costs have increased materially in recent years (15-25% in DeKalb, for instance)
    - FCI% Score: 32
    - Condition Score: 67
    - Suitability Score: 90
    - School Score: 75
- Jason Marshall is in communication with APS about the potential upgrades/improvements/investments in the building with these monies based on what APS is identifying as needed and what Wesley's capital needs are based on day-to-day operations
    - See the attached document for areas of focus for this investment
    - Possible, but uncertain if there are COVID-specific upgrades/modifications that APS is considering
- Construction timeline can be 5-6 years given the way the funds are received and spent
- Noted by APS that Wesley community was most responsive community in completing the SPLOST survey

IV. Board Chair Updates

A. Committee Membership

T. Ryan-Lawrence made a motion to adopt the committee rosters as documented in Board on Track.

C. Hill seconded the motion.

Academic Excellence Committee

- Gayle, Burnett, Chair

Development

- Kate Boyer, Chair

Finance

- Chip Hill, Chair

Governance

- Thomas Ryan-Lawrence, Chair

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

B. Committee Goals

G. Burnett made a motion to adopt the Committee Goals for 2021-22 as presented by Doug Hrabe.
E. Cater seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Fall Training

- Will take place on Tuesday, October 26 from 6p to 9p, virtually
- Agenda and Zoom link to be distributed prior to the training

V. Governance

A. Committee Report

Goals updates

- Cybersecurity research and response
  - Identified need for extra layer of protection
  - Kwende/Lisa researched and found suitable plan
  - $1M coverage / $10k deductible
  - Governance folder on BOT now how a document with an overview of all insurance coverage Wesley has
- Employee tech usage policy under consideration
- Bylaws review and revisions are on-going
- Additional LKES-trained member; Jason researching how to obtain necessary training from APS

- Board succession considerations
    - Remain at 11 members through this year to accommodate bylaws
- Memorialize decision to refrain from pursing a 2nd school code - Dr. Mason to lead this
- Executive Director Evaluation Subcommittee will meet in the same month as committee meetings

VI. Finance

A. Review of July 31, 2021 and August 31, 2021 Unaudited Financial Statements

- Reports included in agenda packet
- Unaudited statements are completed by Wesley Finance Team on a monthly basis
    - First few months of the fiscal year, expenses tend to outpace revenue because we only draw down from APS during the 10 months of the school year
    - New board meeting schedule results in a lag between financial reporting and board review

B. Review of Audited FY 2021 Financial Statements

- Reports included in agenda packet
    - Carrying forward more money than usual due to federal funds distributed due to COVID that will be spent over the next few years
- Audit result: best possible result and as clean an audit as the school can have
    - Long history of clean audits contribute to Wesley's ability to secure funds
- Lisa, Erline, and Chip are available to field any specific questions

C. Preview of FY 22 Audits

- Typically, our audit is a 2-stage audit, in FY 22 it will be 3-stage due to the increased federal funds received that exceed $750,000
- CPA is aware and discussions have begun to prepare for this modified audit process

VII. Development

A. YTD Development Update

- YTD Actual proceeds $19,277
- Estimated year-end total $39,127 (without the triple match)
- Working on other grants from community members
- Moovember on the horizon for fundraising focus

B. FY22 Board Pledges Update

- Reminder to board members to submit pledges to Kate Boyer

VIII. Executive Session

A. Vote to Adjourn to Executive Session

T. Ryan-Lawrence made a motion to to adjourn to executive session.
J. Wright seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Personnel Matters

- Contract review - two new educator-employees
- Employee departures - three

IX. Post-Executive Session Matters

A. Ratify Employment Contracts

B. Mitchell made a motion to approve employee contracts reviewed in Executive Session.
E. Cater seconded the motion.
The board **VOTED** unanimously to approve the motion.

X. Closing Items

A. Adjourn Meeting

D. Hrabe made a motion to adjourn meeting.
M. Guertin 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 7:37 PM.

Respectfully Submitted,
M. Guertin

Documents used during the meeting

- 090121 SPLOST Board Retreat Sept 8 2021.pdf
- July 2021 Unaudited Financial Report.pdf
- August 2021 Unaudited Financial Report.pdf
- 2021 YE Audited Basic Financial Statements_9-15-21.pdf
- 2021 Commun with Governance at Conclusion of Audit - WIA.pdf

- 2021 Final Audit Report-WIA.pdf