



# Atlanta Smart Academy

## Fall Board Retreat

Published on October 16, 2023 at 5:15 PM EDT  
Amended on October 19, 2023 at 11:32 PM EDT

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### Date and Time

Saturday October 21, 2023 at 9:00 AM EDT

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>9:00 AM</b>
<b>A.</b> Call the Meeting to Order			3 m
<b>B.</b> Record Attendance			2 m
<b>C.</b> Welcome/Icebreaker	Discuss	Adam Tolliver	15 m
<b>II. School Leader Updates</b>			<b>9:20 AM</b>
<b>A.</b> 1st Quarter Academic Data Update	FYI	Patrice Meadows	30 m
<ul style="list-style-type: none"><li>• Highlights</li><li>• Areas of Strength</li><li>• Areas of Growth/Opportunity</li><li>• Needs</li></ul>			
<b>B.</b> Needs from the Board	Discuss	Patrice Meadows	20 m

	Purpose	Presenter	Time
<b>III. Board Commitment and Accountability</b>			<b>10:10 AM</b>
<b>A. Board Recruitment and Succession Planning</b>	Discuss	Adam Tolliver	30 m
<ul style="list-style-type: none"> <li>• Recruitment Plan</li> <li>• Succession Plan</li> <li>• Onboarding Checklist</li> </ul>			
<b>B. Fundraising</b>	Discuss	Patrice Meadows	15 m
<ul style="list-style-type: none"> <li>• Annual Gala - Patrice</li> <li>• Areas of need</li> </ul>			
<b>C. Board Training</b>	Discuss		30 m
Governance Overview and Open Meetings Law			
<b>D. Board Member Expectations</b>	Discuss	Adam Tolliver	30 m
<ul style="list-style-type: none"> <li>• Board commitment</li> <li>• Meeting expectations</li> </ul>			
<b>IV. Lunch Break</b>			<b>11:55 AM</b>
<b>A. Lunch Break</b>	FYI		30 m
<b>V. Items to Discuss</b>			<b>12:25 PM</b>
<b>A. Board Priority Team Updates</b>	Discuss	Veronica Crenshaw	55 m
Each priority team will provide a status update and next steps on the activities identified at our June 24, 2023 retreat:			
<b>1.Goals--&gt;2. Actions taken--&gt;3. Outcomes---&gt;4. Next Steps</b>			
<b>Who will own each of the agreed upon steps?</b>			
<ul style="list-style-type: none"> <li>• Finance - Ivan and Rosalynne</li> <li>• Development - Adam</li> <li>• Board Goals and Accountability - Veronica and Rosalynne</li> <li>• Recruitment - Shirlynn and Jasper</li> </ul>			

	Purpose	Presenter	Time
<ul style="list-style-type: none"> <li>• <b>Board Meetings - Lauren</b></li> </ul>			
<b>B.</b> Committee Responsibilities	Discuss	Rosalynne Price	30 m
Each committee will review the committee's responsibilities: <ul style="list-style-type: none"> <li>• <b>Academic Oversight and Governance Committee</b></li> <li>• <b>Finance, Facility, Development, and Strategic Partnership Committee</b></li> </ul> <ol style="list-style-type: none"> <li>1. What are all (or potential) "to-dos" for your committee?</li> <li>2. What are the areas of focus for '23-'24 school year?</li> <li>3. What specific outcomes will your committee achieve?</li> <li>4. What is the timeline for tasks to be completed?</li> <li>5. Who will own each of the agreed upon next steps?</li> </ol>			
<b>C.</b> Strategic Plan	Discuss	Adam Tolliver	30 m
<ul style="list-style-type: none"> <li>• What have we accomplished in our strategic plan</li> <li>• What changes do we need to make to the strategic plan</li> <li>• Areas for growth</li> </ul>			
<b>VI.</b>	<b>Committee Work Time</b>		<b>2:20 PM</b>
<b>A.</b> Breakout Groups	Discuss		50 m
The finance committee will review key topics, responsibilities of the committee, and an update on goals for the year.			
The Academics and Governance Committee will review key topics, including responsibilities of the committee, assessing academic excellence, and an update on goals for the year.			
All goals should be added to Board on Track by the end of the retreat.			
<b>VII.</b>	<b>Closing Items</b>		<b>3:10 PM</b>
<b>A.</b> Debrief, Next Steps, Closing	Discuss	Adam Tolliver	9 m

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	SCSC Governance Training: <a href="https://scsc.georgia.gov/events/2024-04-17/april-governance-training">https://scsc.georgia.gov/events/2024-04-17/april-governance-training</a> April 17, 2024 from 9:00am -4:00pm in Atlanta, GA (see email)		
<b>B.</b>	Adjourn Meeting	Vote	1 m