APPROVED

Atlanta SMART Academy

Minutes

Board Meeting

Date and Time
Monday November 1, 2021 at 5:30 PM

Location
Join Zoom Meeting
https://us02web.zoom.us/j/83776796974?pwd=UWhwWGVJWG1LTTlsT0FjaHNWSU1Cdz09
Meeting ID: 837 7679 6974
Passcode: HJ9SS0
One tap mobile
+19292056099,,83776796974#,,,,,,0#,,262239# US (New York)
+13017158592,,83776796974#,,,,,,0#,,262239# US (Washington D.C)
Dial by your location
+1 929 205 6099 US (New York)
+1 301 715 8592 US (Washington D.C)
+1 312 626 6799 US (Chicago)
+1 669 900 6833 US (San Jose)
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
Meeting ID: 837 7679 6974
Passcode: 262239
Find your local number: https://us02web.zoom.us/u/ku1iZHOh4

Directors Present
A. Tolliver (remote), I. Lee (remote), K. Willingham (remote), L. Harden (remote), M. Smith (remote), S. Fortson (remote), V. Williams (remote)

Directors Absent
T. Jackson

Directors who arrived after the meeting opened
K. Willingham

Guests Present
P. Meadows (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

A. Tolliver called a meeting of the board of directors of Atlanta SMART Academy to order on Monday Nov 1, 2021 at 5:38 PM.

C. Approve Minutes

I. Lee made a motion to approve the minutes from.
S. Fortson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

K. Willingham	Absent
S. Fortson	Aye
I. Lee	Aye
M. Smith	Aye
A. Tolliver	Aye
T. Jackson	Absent
V. Williams	Aye
L. Harden	Aye

D. Whirl-around

II. Workplan

A. Share 4th Quarter Initiatives

K. Willingham arrived at 5:58 PM.

B. Quarterly Rocks

1. Governance, Operations, and Training (Adam and Veronica)

- Working on the following:
  - Creating a training calendar for 2022
  - Setting up on-boarding for new board members
  - General governance training

2. Academic Oversight (Max, Veronica, and Patrice)

- Create an academic goals progress dashboard
- Input diagnostic data from Fall 2021 into dashboard

Will create 1,3, and 5 year plan based on gathered data

3. Finance

- Create an investment policy statement
- Go over current financial policies and procedures and update as needed

4. Community Outreach and Engagement

- Select a CRM system to track stakeholders
- Group/Categorize existing partnerships
- Collaborate wth School Development Task Force to draft a fundraising calendae

5. School Development

- Analyze current fundraising efforts
- Giving Tuesday (11/30/2021). Will work with Patrice to create campaign for Giving Tuesday
- Mapping out 2022 Annual Giving Goals and Campaign

C. To Do List

III. School Leader Headlines (Patrice)

A. Operations

- Facility Projects: Doors, Security, Furniture/Technology Installation. Dack Parking Lots
- Fall Festival this Saturday--Parent Ambassdors Fundraiser
- FTE and CPI
  - 122 total, including 16 Students with Disabilities and 16 EIP
  - Extreme delays in getting staff clearances. Process began at end of June. Awaiting 5 clearance certificates, 1 teacher.
- Enrollment goals have been reached and maintained. Will receive funding based on enrollment rates.

- Need to hire two additional staff (1 special education teacher. 1 admin assistance/registrar)
- Enrollment Updates
    - Begins 11/1/2021
    - Goal is 225 applications (2 classes of 5th grade, 4 classes of 6th grade; 2 classes of 7th grade; 1 class of 8th grade)
        - Ten applications submitted as of today.
    - Will need board participation in canvassing
- Academics (NWEA Map Growth Assessment)
    - Reading: 9 RIT points below national mean.
        - Typical growth occurs between 4 and 8 points a year. Goal is for higher than average growth (1.5 years in growth per year)
- Facilities
    - State Board approved facitility grant. Will receive $53,000 to be used towards rent, intercom, and play area.
    - CSP grant extended to Sept 2022
    - Fundraising goal: $250,000 for FY-2023

IV. Treasurer's Report (Ivan)

A. Financials

- Will do month to month analysis to present to the board.
- Yearly contribution is $1000 per board member. Provide contribution information to Ivan, Adam, and Veronica

V. Issues and Work Items

A. New Items and Proposals

None.

B. Outstanding and Lingering Items

- Complete Board Contact and Bylaws Acknowledgement forms by tonight (11/1/21)
    - Board Contact completed by Ivan, Adam, Veronica, Lauren & Shirlynn
        - https://docs.google.com/forms/d/e/1FAIpQLSf5oIExpPCdfpjoQgwZzcfiL9ZK6iJTYaDGTlq4brOoy8DgBg usp=sf_link
    - Board Affirmation completed by Adam, Veronica, Ivan, Lauren, and Shirlynn
        - https://docs.google.com/forms/d/e/1FAIpQLSeFPcnJvmxVENIhSX1gK8yTObKe8QK-JUUi4afYUzIObs90BA/viewform?usp=sf_link

- Governance Training to be completed. One training shall be completed virtually, the other in person. https://scsc.georgia.gov/document/document/fy-22-training-calendar-921pdf/download
    - Everyone needs to complete twelve (12) hours of training.

Veronica to follow up with tracker of board hour

C. Key Decisions

None.

D. Items for Vote

None.

VI. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:34 PM.

Respectfully Submitted,
P. Meadows

B. Key Dates

Next Board Meeting: December 6, 2021 @ 5:30 PM