

APPROVED



## Atlanta Smart Academy

### Minutes

#### Finance, Facility, Development, and Strategic Partnership Committee Committee Meeting

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##### **Date and Time**

Monday March 11, 2024 at 5:30 PM

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##### **Committee Members Present**

A. Tolliver (remote), I. Lee (remote), L. Harden (remote), S. Fortson (remote)

##### **Committee Members Absent**

P. Meadows, S. Williamson

##### **Guests Present**

jenna.williams@prestigeschoolsolutions.com (remote)

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#### **I. Opening Items**

##### **A. Record Attendance**

##### **B. Call the Meeting to Order**

I. Lee called a meeting of the Finance, Facility, Development, and Strategic Partnership Committee Committee of Atlanta Smart Academy to order on Monday Mar 11, 2024 at 5:37 PM.

##### **C. Approve meeting minutes**

A. Tolliver made a motion to approve the minutes from Finance, Facility, Development, and Strategic Partnership Committee Committee Meeting on 02-12-24.

L. Harden seconded the motion.

The committee **VOTED** to approve the motion.

#### **D. Review Finance Calendar**

- Reviewed calendar as it relates to current budget and amendments
- Reviewed calendar as it relates to timeline of next fiscal year budget
- Prestige reached out to ED Meadows about amendments to current budget; IL will follow up

### **II. Finance, Facility, Development, and Strategic Partnership Committee**

#### **A. Review February Preliminary Financials**

Prestige presented February financials:

- Benchmarks
  - Issues getting undocumented transactions resolved
- Balance sheet
  - No major changes
- Profit & Loss
  - Monthly QBE will be \$160K moving forward due to adjustment
  - Budget will be tight each month moving forward.
  - Salaries-Other management personnel-need to look into this account further

#### **B. Review Salary Schedule and New Budget**

The committee reviewed the salary schedule.

#### **C. Discuss Budget Amendments**

Board treasurer Ivan L. mentioned that he would reach out to ED Meadows on this item.

### **III. Other Business**

#### **A. Updates from School Leader**

There were no updates.

#### **B. Updates from Prestige Accounting Team**

There were no updates.

### **IV. 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 6:32 PM.

Respectfully Submitted,  
I. Lee