



# Atlanta Smart Academy

## Minutes

### ASA Board Meeting

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#### Date and Time

Monday September 16, 2024 at 5:30 PM

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#### Directors Present

A. Bruce (remote), A. Kennedy (remote), I. Lee (remote), L. Harden (remote), R. Price (remote), V. Williams (remote), W. Newman-Johnson (remote)

#### Directors Absent

S. Fortson, S. Scott, Z. Elfenbein

#### Directors who arrived after the meeting opened

W. Newman-Johnson

#### Guests Present

P. Meadows (remote)

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

V. Williams called a meeting of the board of directors of Atlanta Smart Academy to order on Monday Sep 16, 2024 at 5:48 PM.

#### C.

### **Approve Minutes**

L. Harden made a motion to approve the minutes from ASA Monthly Board Meeting on 06-17-24.

R. Price seconded the motion.

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

A. Kennedy made a motion to approve the minutes from ASA Board Meeting on 08-19-24.

L. Harden seconded the motion.

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

### **D. Presentation from Prestige Accounting**

Moving forward Prestige will only be at the Finance Committee meetings.

## **II. Public Comment**

### **A. Notes**

No one for public comment.

## **III. Academic Oversight and Governance Committee**

### **A. Updates**

- Committee worked on Onboarding planning- next onboarding scheduled on 9/28/24 from 10-12
- Working on Board Retreat - next board retreat scheduled on 10/19/24 from 9-4
- Working on Bylaws - added succession plan; committee to continue editing

R. Price made a motion to add Bishop Williams to the board.

I. Lee seconded the motion.

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

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

### **A. Notes**

Met last Monday; focus on finance; reviewed prelim financials for August and monitoring items; committee will review policies/procedures for any updates; Prestige implemented a weekly cash flow analysis; in discussion to review our budget to close any gaps and ensure compliance

Veronica requested to create a development task force to focus on fundraising and grant writing; Lauren has a potential partner from radio station

Email Ivan or Antionette to confirm membership on the finance, facility and strategic partnerships committee; email Veronica for interest in Development task force; email Rosalynne or Sandra for Academic Committee interest

Patrice would like to open a secondary account for payroll purposes. Board discussed pros and cons. Board decided to discuss concerns with Prestige and create a plan to transition to a new bank.

W. Newman-Johnson arrived at 6:05 PM.

## **V. Executive Director Support and Eval**

### **A. Updates**

- Reviewed vision and big 10 year goal for ASA - tracking by creating an alumni survey; highlighted school goals
- Showed highlights from National Arts in Education Week and Suicide Prevention Week (video of highlights shared)
- Reviewed iReady trend data and action steps based on the data
- Enrollment at 229; enrollment variance is tracking (vs 225 goal)
- 7th grade math teacher added; Director of Student Support - will not be filled
- SCSC Monitoring update - deadline September 29
- Received \$6000 grant from Georgia State; enrolled in proposal writing boot camp; compiling resources for future use; partnership with City Year to rehab back court space
- Fundraising Gala date is December 7th at Atlanta SMART Academy at 6pm - goal of 15 people/board member; solicit sponsors, save the dates sent and invitations to be sent on October 1. Next meeting will be held on October 9 at 6:00pm

### **B. Executive Director Updates**

## **VI. Other Business**

### **A. Notes**

Signed engagement letter for Prestige; Wanda/Ivan following up with Georgia Secure Deposit Program; Patrice will follow up insurance agent for more information

## **VII. 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 7:04 PM.

Respectfully Submitted,

W. Newman-Johnson