



The GLOBE Academy

Board of Directors Meeting

Date and Time

Monday March 26, 2018 at 7:00 PM EDT

Location

2225 Heritage Drive NE, Atlanta, GA 30345

Agenda

	Purpose	Presenter	Time
I. Opening Items			7:00 PM
Opening Items			
A. Record Attendance and Guests	Discuss	Sharon Camara	
B. Call the Meeting to Order		Sharon Camara	
C. Vision, Mission and Core Values	Discuss		5 m

Vision: To develop globally minded citizens who have the knowledge, skills, and attitudes to effect positive change in our world.

Mission: The GLOBE Academy fosters Global Learning Opportunities through Balanced Education for children of all backgrounds. With a focus on dual-language immersion, an experiential-learning model, and a constructivist approach, GLOBE inspires students to be high- performing lifelong learners equipped to make a positive impact in the world.

Core Values: The GLOBE Academy's core values are expressed in the acronym, CREST: Community, Respect, Empathy, Sustainability and Trust. These values are expected of the governing board, faculty, staff, parents, and students. They are woven into daily life at GLOBE and incorporated into the curriculum.

- Community: We are inclusive, and we nurture and support one another.
- Respect: We treat ourselves and each other with kindness and dignity.
- Empathy: We strive to understand and share the feelings of others.
- Sustainability: We aim to conserve our resources for optimal use in the present and future.
- Trust: We are committed to honesty, transparency, and respectfully sharing our thoughts and encouraging others to do the same.

	Purpose	Presenter	Time
II. Public Comment			7:05 PM
A. Public Comment	FYI	Sharon Camara	5 m
			<ul style="list-style-type: none"> Limited to 10 speakers. Each speaker is limited to two minutes. Speakers may sign up via email at boardofdirectors@theglobeacademy.net or at the meeting.
III. Consent Agenda			7:10 PM
Academic			
A. Approve Agenda	Vote	Sharon Camara	5 m
B. Approve Minutes	Approve Minutes	Sharon Camara	5 m
			Approve minutes for Board of Directors Meeting on February 26, 2018
IV. Executive session			7:20 PM
A. Real estate matter	Discuss		15 m
V. PTCC Report			7:35 PM
CEO Support And Eval			
A. PTCC Report	FYI		5 m
VI. Administration and Committee Reports			7:40 PM
Charter Renewal			
A. Head of School Report	Discuss	Christi Elliott-Earby	5 m
B. Academic Committee Report	Discuss	Ryan Hudak	5 m
C. Finance Committee Report	Discuss	Chip White	5 m
D. Facilities Committee Report	Discuss	Juan Archila	5 m
E. Development Committee Report	Discuss	Will Acree	5 m
F. Communications Committee Report	Discuss	Anita Patel	5 m
G. Diversity Committee Report	Discuss	Monique Hudson	5 m
VII. New Business			
VIII. Closing Items			

	Purpose	Presenter	Time
A. Adjourn Meeting	Vote		

Coversheet

Approve Minutes

Section: III. Consent Agenda
Item: B. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Board of Directors Meeting on February 26, 2018

APPROVED



The GLOBE Academy

Minutes

Board of Directors Meeting

Date and Time

Monday February 26, 2018 at 7:00 PM

Location

2225 Heritage Drive NW, Atlanta, GA 30345

Notice of this meeting was posted at campus and on the GLOBE website in accordance with O.C.G.A. § 50-14-1.

Directors Present

A. Patel, B. Williams, C. White, J. Archila, S. Camara

Directors Absent

M. Hudson, R. Hudak, S. Moore, W. Acree

Guests Present

C. Elliott-Earby, K. Holder

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

S. Camara called a meeting of the board of directors of The GLOBE Academy to order on Monday Feb 26, 2018 at 7:02 PM.

C. Vision, Mission and Core Values

Vision, Mission and Core Values were read by board members.

II. Public Comment

A. Public Comment

Parent Robyn Brandman made a comment about the school disseminating its security policy in light of recent events.

III. Consent Agenda

A. Approve Agenda

The agenda and minutes were passed by consent without objection.

B. Approve Minutes

S. Camara made a motion to approve minutes from the Board of Directors Meeting on 01-29-18 Board of Directors Meeting on 01-29-18.

A. Patel seconded the motion.

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

IV. PTCC Report

A. PTCC Presentation

PTCC Co-chair Kim Rosero gave a verbal presentation on PTCC, which was accompanied by a written report and a financial report. The GLOBE Auction is set for March 17, 2018. Select volunteers were recognized for their efforts on PTCC initiatives. Checks that come in to PTCC should be forwarded to Denise (cc: Will and Anita). Quotes for a re-paved blacktop were given to the Board.

V. Administration and Committee Reports

A. Head of School Report

A discussion was held on the 2018-2019 school calendar.

Chip made a motion to approve the 2018-2019 school calendar. Juan seconded the motion. The board voted unanimously to approve the motion.

Kudos to Susan Mellage and her team for their work on lottery enrollment. UC Community Service Day is March 23rd. A group of students will be performing next month at the Capitol for International Day. Milestones dates will be posted on the school's website. A message will be sent out regarding the school's safety plan. School administration decided

LC will not participate in the planned national walk-out, whereas students at UC may participate provided that they write a letter, which will later be sent to legislators.

B. Academic Committee Report

There is no formal report this month. The next committee meeting will be held on February 28th. Three new members are set to join the committee.

C. Finance Committee Report

The interim financials through January 2018 were included in the packet. Additional funding was received from the county in January. Information is being gathered on the new funding model before it is applied next year. Committee will vote on budget changes at the next meeting and discuss changes to the financial policy.

D. Facilities Committee Report

A formal report was included in the packet. An updated site plan will possibly be available at the next Board meeting.

E. Development Committee Report

There is no formal report this month. Work is still being done to finalize the numbers from GLOBE Rocks!

F. Strategic Planning Committee Report

A formal report was included in the agenda packet. Preparations are being made to close out the current Strategic Plan and work toward a new Strategic Plan.

G. Governance Committee Report

A formal report was included in the agenda packet.

H. Communications Committee Report

There is no formal report this month. Exit survey results are being finalized. There will be an update on the school's branding efforts at the next BOD meeting.

I. Diversity Committee Report

A formal report was included in the agenda packet.

VI. Closing Items

A. Adjourn Meeting

The next scheduled meeting will be held on Monday, March 26, 2018 at 7 p.m. at Lower Campus.

A. Patel made a motion to adjourn the meeting.

J. Archila 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 8:15 PM.

Respectfully Submitted,

K. Holder

Coversheet

Real estate matter

Section: IV. Executive session
Item: A. Real estate matter
Purpose: Discuss
Submitted by:
Related Material: Executive Session Affidavit 03262018.pdf



EXECUTIVE SESSION AFFIDAVIT

(In accordance with O.C.G.A. § 50-14-4(b))

The undersigned presiding Board Officer of the GLOBE Academy Board of Directors, under oath hereby states and certifies that at the Board meeting held on the 26th day of March, 2018, the following:

1. The Board properly entered executive session as permitted by O.C.G.A. § 50-11-3. The only matters discussed during such executive session of its meeting as allowable under O.C.G.A. § 50-14-2 and 50-14-3 were as follows:
 - To consult and meet with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings or other judicial actions;
 - To discuss tax matters which are confidential by state law;
 - To authorize negotiations to purchase, dispose of, or lease property;
 - To authorize the ordering of an appraisal related to the acquisition or disposal of real estate;
 - To enter into a contract to purchase, dispose of or lease property, subject to approval in a subsequent public vote;
 - To enter into an option to purchase, dispose of, or lease real estate, subject to approval in a subsequent public vote;
 - To discuss the appointment, employment, compensation, hiring, disciplinary action or dismissal or periodic evaluation or rating of a public officer or employee, but not when receiving evidence or hearing argument on charges filed to determine disciplinary action;
 - To discuss records (or portions thereof) exempt from public inspection or disclosure pursuant to Article 4 of Chapter 18 of Title 50.
2. To the best knowledge and belief of the undersigned, no other matters than those of a purely personal and/or non-governmental nature were discussed during said executive session.
3. By executing this affidavit, the undersigned does hereby state that he/she in no way waives any rights granted under the Fifth Amendment to the United States Constitution.
4. This affidavit is executed solely for the purpose of compliance with the mandate of O.C.G.A. § 50-14-4(b) and shall serve no other purpose.

This 26th day of March, 2018.



PRESIDING OFFICER

SUBSCRIBED AND SWORN TO
before me this 26 day of MARCH, 2018.



Notary Public

My commission expires: 08-07-2018



Coversheet

PTCC Report

Section: V. PTCC Report
Item: A. PTCC Report
Purpose: FYI
Submitted by:
Related Material: PTCC Report 03.26.2018.pdf

PTCC MONTHLY REPORT

MARCH 26, 2018

UPCOMING EVENTS

March 30 - French Heritage Celebration

April 10 - Spirit Night

April 21 - Earth Day Creek Cleanup and Screen on the Green

April 23-27 - Lower Campus Book Fair

April 26 - Golden Globes PTCC Volunteer Celebration

May 8 - Spirit Night

May 17 – LC Field Day

May 18– UC Field Day



MONTHLY OVERVIEW

PTCC Annual Auction March 17th

Main PTCC fundraiser

Event was well attended

Thanks to board members who attended and volunteered

Final numbers will be announced soon

Kiln Purchase

Square One Art Fundraiser for the last three years funded the purchase of a kiln at LC

Recess Bags

Funded replacement of play equipment in LC recess bags and the purchase of recess equipment for UC

PTCC Elections Kickoff - Facebook live - March 22nd

Representatives from the leadership team spoke about open PAC lead positions and officer positions.

Open positions:

- Officers - Co-Chair and Secretary
- Global Awareness PAC - 2 open
- Classroom PAC - 2 open
- Fundraising PAC - 1 open
- Facilities PAC - 1 open

Elections Schedule

- Nominations due April 5th
- Elections April 18-22nd

PTCC GOALS

- Increase PTCC volunteerism; inspire new volunteers
- Pass the 2018-2019 PTCC Budget by August 2018
- April-May plan 2018-2019 activities
- June-July orientation for new LT members

Coversheet

Academic Committee Report

Section: VI. Administration and Committee Reports
Item: B. Academic Committee Report
Purpose: Discuss
Submitted by:
Related Material: 2018.03.26 Academic Committee Report.pdf



The GLOBE Academy

Academic Committee Report

February 28, 2018

Committee Chair: Ryan Hudak

Report Type: Update

Attendees: Ryan Hudak, Christi Elliott-Earby, Zakia Funchess, Lisa Dibble, Susan Malloway, Lindsay Mann, Judy Limor, Jill Weaver, Allison Hill

Update:

1. Two potential members, Jill Weaver and Allison Hill, attended our February meeting.
2. Judy provided an update on the middle school model.
3. Sandra provided an update on international trips.
4. Lindsay provided an update on MAP assessments.
5. Christi and Zakia led a discussion about digital learning days.
6. Next meeting: April 11, 2018.

End of Report

Coversheet

Facilities Committee Report

Section: VI. Administration and Committee Reports
Item: D. Facilities Committee Report
Purpose: Discuss
Submitted by:
Related Material: 2018.03.26 Facilities Planning Committee Report.pdf



The GLOBE Academy

Facilities Committee Report

March 26, 2018

Committee Chair: Juan Archila

Report Type: Meeting Report. Board Action Required for Real Estate Matter (Executive Session).

Committee Meeting Dates: March 6, March 22

Attendees:

March 6, 2018

Juan Archila, Jason Bitar, Ryan Hudak, Brad Jones, Elizabeth Oliver

March 22, 2018

Juan Archila, Jason Bitar, Sharon Camara, Darren Fagan, Josh Gregory, Brad Jones, James Minderhout, Chip White, with Lucrezia Vizcaino and Michelle Rios from PTCC Facilities PAC

I. Call to Order and Roll Call

Mr. Archila called the meetings to order at 6:32pm and 6:35pm, respectively

II. Public Comment

No one spoke.

III. Task List Review

A. Lower Campus Fall 2018 Modulars:

1. Dekalb County provided additional comments/questions on the Land Disturbance Permit drawings, and Pond & Company submitted a revised set. If we don't hear back in the next week or so we will follow up with the County, most likely with a plan expediter working on our behalf.
2. A Request for Qualifications / Request for Proposals (RFQ/RFP) for the grading, utilities, and management of the modular company was posted on our website on 2/19/18 with a 3/20/18 due date. Despite early interest from contractors several committee members made contact with, we did not receive a bid package. I have subsequently reached out to two contractors who do plenty of work at Georgia Tech, and have Dekalb County Schools experience as well, and will try to leverage these connections as best I can to get one onboard soon. One of them promised me a bid in two weeks. Work needs to commence in two months.

B. *Operations and Maintenance:*

1. We are currently evaluating a plumbing preventative maintenance proposal for the Lower Campus and seeing if our budget can support it. We understand that the plumbing work done over the summer has been very successful but periodic maintenance is necessary to keep it going and to avoid emergency repairs as much as possible.
2. Door security at the Lower Campus is another issue on the horizon that we will tackle as a subcommittee.
3. HVAC maintenance at the Lower Campus is on our radar as well but a lower priority.
4. The house at 4069 Briarcliff (next door to Upper Campus) needs regular maintenance, including yard work, cleaning/dusting, verification of working utilities, and repairs such as the mailbox and miscellaneous issues noted in inspection report. This committee will take care of some items using professional contractors but we want the Facilities PAC to also be involved.

IV. Adjournment

The committee voted to adjourn the meeting at 7:37pm and 7:45pm, respectively.

Next Meeting: TBD, next week is Spring Break and I am out of town the following week

End of Report

cc: Jason Bitar, Denise Clayton-Purvis, Doreen DeFlavis, Christi Elliott-Earby, Darren Fagan, Josh Gregory, Ryan Hudak, Brad Jones, James Minderhout, Elizabeth Oliver, Amy Stone, Denise Procida, Chip White, Mira Williams, Anna Witte, Delilah Wynn-Brown

Coversheet

Diversity Committee Report

Section: VI. Administration and Committee Reports
Item: G. Diversity Committee Report
Purpose: Discuss
Submitted by:
Related Material: 2018.03.26 Diversity Committee Report.pdf



The GLOBE Academy
Diversity Committee Report
26 March 2018

Committee Chair: Monique Hudson

Report Type: Meeting Minutes. No Board Action Required

Attendees: Sharon Camara, Christina Catinella, Sandra Daniel, Christi Elliott-Earby, Jymiela Ervin, Monique Hudson, Judy Limor, Susan Mellage, Matt Williams

- I. **Call to Order and Introductions:** Monique called the meeting to order at 8:07 a.m.
- II. **Updates**
 - a. Development of Recruitment Plan – This task has been completed. It was determined that GLOBE is unable to ask for socioeconomic information; however, Susan Mellage will compile a zip code list from admissions applications. Susan will provide more detailed information to the team regarding the recruitment efforts undertaken to give rise to more economic diversity. Recruitment plan and zip code data should be delivered by **3/30**.
 - b. Diversity Plan Training – The goal is to have diversity training quarterly. One possible date would be the second staff retreat. Some trainings will be made available for parents and the Board; however, faculty and staff trainings will not be optional. The group will review “I am not a Racist”. This tool/trainer/resource is a possible option as a facilitator. Judy L to send the link.
 - c. Multicultural Activities – Sandra and Jymiela to compile a list of multi-cultural activities and events. Group will evaluate the list and present to The Board (possibly at the April Board Meeting). Jymiela/Sandra’s list due to the group by April 11th, 2018.
 - d. Recruitment/Retention – Goal: to increase diversity among faculty and staff by 10% by the end of the charter term. Christi will put together a summary of staff recruitment efforts, and how that will touch on diversity. This should include how many vacancies are expected for the Fall.
 - e. Other – Monique to define GLOBE’s definition of diversity. A multi-pronged approach was mentioned as a possibility at the meeting. The draft should be delivered to the group by 3/30
- III. **Next meeting:** Wednesday, April 18, 2018 at 8:15 a.m.