



# The GLOBE Academy

## Board of Directors Meeting

### Date and Time

Monday July 9, 2018 at 7:00 PM EDT

### Location

2225 Heritage Dr NE, Atlanta, GA 30345

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>7:00 PM</b>
Opening Items			
<b>A. Record Attendance and Guests</b>	Discuss	Sharon Camara	
<b>B. Call the Meeting to Order</b>		Sharon Camara	
<b>C. Vision, Mission and Core Values</b>	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
<b>II. Public Comment</b>			<b>7:05 PM</b>
A. Public Comment	FYI	Sharon Camara	5 m
<ul style="list-style-type: none"> <li>• Limited to 10 speakers. Each speaker is limited to two minutes.</li> <li>• Speakers may sign up via email at <a href="mailto:boardofdirectors@theglobeacademy.net">boardofdirectors@theglobeacademy.net</a> or at the meeting.</li> </ul>			
<b>III. Consent Agenda</b>			<b>7:10 PM</b>
Academic			
A. Approve Agenda	Vote	Sharon Camara	5 m
B. Approve Minutes	Approve Minutes	Sharon Camara	5 m
Approve minutes for GLOBE Board of Directors Meeting on May 29, 2018			
<b>IV. PTCC Report</b>			<b>7:20 PM</b>
CEO Support And Eval			
A. PTCC Report	FYI		5 m
<b>V. Administration and Committee Reports</b>			<b>7:25 PM</b>
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	Anita Patel	5 m
F. Communications Committee Report	Discuss	Anita Patel	5 m
G. Governance Committee Report	Discuss	Stacey Moore	5 m
H. Strategic Planning Committee Report	Discuss	Sharon Camara	5 m
I. Diversity Committee Report	Discuss	Monique Hudson	5 m
<b>VI. New Business</b>			<b>8:10 PM</b>

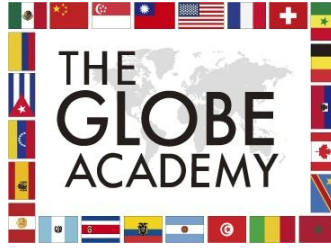
	<b>Purpose</b>	<b>Presenter</b>	<b>Time</b>
<b>A. Certified Board of Directors Resolution</b>	Vote	Sharon Camara	5 m
<b>VII. Closing Items</b>			<b>8:15 PM</b>
<b>A. Adjourn Meeting</b>	Vote		

# Coversheet

## Approve Minutes

**Section:** III. Consent Agenda  
**Item:** B. Approve Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for GLOBE Board of Directors Meeting on May 29, 2018

APPROVED



## The GLOBE Academy

### Minutes

#### GLOBE Board of Directors Meeting

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**Date and Time**

Tuesday May 29, 2018 at 7:00 PM

**Location**

2225 Heritage Drive NE, Atlanta, GA 30345

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

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**Directors Present**

A. Patel, C. White, J. Archila, M. Hudson, R. Hudak, S. Camara, S. Moore

**Directors Absent**

B. Williams, W. Acree

**Guests Present**

Aba Rogers, April Fields (PTCC), C. Elliott-Earby, K. Holder, Katie Monroe, Lisa Braxton, Mia Felder

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**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 Tuesday May 29, 2018 at 7:00 PM.

### **C. Vision, Mission and Core Values**

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

## **II. Public Comment**

### **A. Public Comment**

There were no public comments.

## **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 GLOBE Board of Directors Meeting on 04-30-18 GLOBE Board of Directors Meeting on 04-30-18.

R. Hudak seconded the motion.

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

## **IV. PTCC Report**

### **A. PTCC Report**

A formal report was included in the agenda packet.

## **V. Administration and Committee Reports**

### **A. Head of School Report**

A formal report and Milestones data were included in the agenda packet. A discussion was held regarding the Milestones data from 2017 and the preliminary scores from 2018.

### **B. Academic Committee Report**

A formal report was included in the agenda packet. Ryan indicated that there has been some discussion regarding the composition of the Academic Committee, as new members have joined and he plans to transition off the committee. Sharon suggested placing a posting for a chair of the Academic Committee.

### **C. Finance Committee Report**

The committee did not meet this month, yet they did hold two public meetings regarding the 2018-19 budget.

Motion made by Chip to approve the 2018-19 budget. Motion seconded by Ryan. Motion approved by all present.

Motion made by Chip to approve the Facilities Use Policy. Motion seconded by Anita. Motion approved by all present.

Motion made by Chip to accept the interim financials through April 30, 2018. Motion seconded by Ryan. Motion approved by all present.

A discussion was held regarding the seven schools, including GLOBE, who did not receive the full allotment of funds from the county.

Motion made by Chip to accept the demand letter to be issued to the county. Motion seconded by Stacey. Motion approved by all present.

#### **D. Facilities Committee Report**

A formal report was included in the agenda packet. A discussion was held about the delay in the school receiving a permit from the county. Juan stated he hopes to make some progress on this before the close of the week.

#### **E. Development Committee Report**

Anita indicated she plans to deliver information before August regarding next year's fundraising activities. Annual Fund will end on May 31st. Any donations after May 31st will go toward next year's Fund. The short-term goals are to have the donor wall completed and to map out the goals for next year's fundraising. Will is working on the advisory committee.

#### **F. Communications Committee Report**

There is no formal report this month. Anita said surveys will go out, with a two-week turn around. Data from the end-of-year exit surveys will be presented at the next BOD meeting. Susan Mellage has been leading the branding efforts. There is no update of Susan's efforts.

#### **G. Governance Committee Report**

A draft copy of the amendment to the bylaws was included in the agenda packet. Anita noted a typographical edit (capitalization of GLOBE). Christi pointed out that the class designations in the bylaws should align with what was previously approved by the Board.

Motion made by Anita to amend the bylaws, with suggested edits. Motion seconded by Juan. Motion approved by all present.

#### **H. Strategic Planning Committee Report**

There is no formal report this month. A meeting was held this month. At the meeting, there was a cross section of representatives from faculty, administration, the Board and parents. Discussed topics included reviewing the rubric, the selection criteria and identifying potential vendors. The committee will meet again on Monday, July 23rd.

#### **I. Diversity Committee Report**

There is no formal report this month. The committee met on May 9th. During that meeting, discussion was held regarding the Equity Audit. Christi and Monique met with a potential vendor regarding the Equity Audit. Proposal from potential vendor is being sent in phases.

### **VI. Closing Items**

#### **A. Adjourn Meeting**

Motion made by Anita to tentatively set the next meeting for July 9, 2018. Motion seconded by Juan. Motion approved by all present.

The next scheduled meeting will be held on Monday, July 9, 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 8:16 PM.

Respectfully Submitted,  
K. Holder



# Coversheet

## Head of School Report

**Section:** V. Administration and Committee Reports  
**Item:** A. Head of School Report  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** 2018.07.09 HOS Report.pdf

# HOS Report

# 7/9/18

## Updates

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Milestones scores are now finalized. CC will go out this week when parents can pick them up or they can get them at Orientation, August 3rd, 8:00-2:30.

National Charter School Conference:

Great time and great classes... Good contacts including an option for our 8th graders and pen pals.

classes I attended:

Creating the Leadership Pipeline, who, what and why?

Rethinking Student Discipline to Strike the Right Balance

Simple but Powerful Activities for Fostering Student Grit

Leading Effective Professional Learning

The Use and Misuse of Social Media in Schools

Stop Putting Out Fires and Govern

Data Driving you Crazy? How to Get Control of Your Data Before It's Too Late

Summer Learning:

ISTE, International Standards for Technology Education - Jana Burrow

Summer Intensive on Educational Coaching - Sandra Daniel

5th Annual Georgia Dual Language Immersion Institute - Admin and Teachers, many are presenting...

## Enrollment

	May	Out/+	July.	Last year
K:	143		144	-
1:	144	+1	144	-
2:	129	-5	139	-12
3:	60	-3	126	-4
4:	77	-9	51	-13
5:	67	-5	72	-7
6:	96	+29	96	+26
7:	61	-6	90	-8
8:	N/A	-4	57	-
Total:	777		919	

We have two new Administrators...

We are very excited to welcome Talia Dow to the GLOBE Academy family as the AHOS of LC. Talia joins us with a rich background in educational leadership. After graduating from Georgia

Southern University with a degree in Early Childhood Education, she began her career in the Cobb County School District. While there, she taught first, second, third, and fourth grades and eventually moved into the role of Early Intervention Program teacher. In this position, Talia directly supported students by providing highly differentiated, targeted lessons and led intervention initiatives for teachers and staff. She led ongoing professional development experiences to guide staff in confidently responding to the diverse needs of students.

Talia went on to complete a dual Masters degree at Georgia State University in ESOL and Reading, Language, & Literacy. She has also received extensive training in the multi sensory, phonics based Orton Gillingham approach. Drawing on her depth of knowledge and training in early intervention, Talia most recently served on the administrative team of an Atlanta Public Schools turnaround program. As the founding Student Support Team (SST) Coordinator, she was able to meaningfully support teachers of students struggling within the general curriculum, both academically and behaviorally, through collaboration, assessment, and coaching. She not only worked closely with the principal but also with the leadership team with whole school initiatives like school wide behavior and scheduling. Talia created the guiding vision for establishing a robust, responsive support program for a school facing significant student achievement deficits and aggressive improvement goals. This involved articulating the concept of the intervention program to stakeholders, developing a comprehensive strategic plan, and implementing timelines to meet improvement goals through her program. Through the planning and facilitation of professional development experiences, teacher observation and feedback, data analysis and planning, and the modeling and coaching of best instructional and intervention practices, Talia successfully drove change implementation leading to meeting and exceeding school wide achievement goals, and most importantly, individual student growth goals.

Talia enjoys painting, reading, baking, and being with family. She has a husband of eighteen years and two children, a daughter entering ninth grade and a son going into fifth. It is with these three people that she can be found busily and happily filling her free time. She is looking forward to becoming part of GLOBE and anxious to meet the staff and parents.

Data Coordinator:

Zakia Funchess has a passion for supporting students and their families. She has worked in the private, public, and charter sectors of education for over 18 years. Her career began with Kaplan Inc. when she was tasked with the responsibility of opening and growing three of their supplemental learning centers in the metro Atlanta area. Realizing she enjoyed her time with students the most, Zakia decided to take her skill set into the classroom. Over the course of her career, she has instructed students in General Education, English as a Second Language (ESOL), the Early Intervention Program (EIP); and Exceptional Ed (SE). While sharpening her teaching skills, Zakia also developed a deeper understanding of data analysis, and the educational programs that govern eligibility for additional educational services. Her knowledge and experience led to leadership opportunities outside of the classroom. Zakia has served as a school level and district level coordinator, overseeing many state and federal programs. In her free time, you can find Zakia traveling the world with her family!

# Coversheet

## Facilities Committee Report

**Section:** V. Administration and Committee Reports  
**Item:** D. Facilities Committee Report  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** 2018.07.09 Facilities Planning Committee Report.pdf



## The GLOBE Academy

### Facilities Committee Report

July 9, 2018

**Committee Chair:** Juan Archila

**Report Type:** Report. No Board Action Required.

**Committee Meeting Date:** None

#### I. Task List Review

##### A. Upper Campus:

1. We are still in the process of purchasing the Briarcliff United Methodist site. We have selected a lender, we have performed the required due diligence, and closing is expected in the next week.
2. We are applying for a FY19 Charter School Facilities Grant from the state, worth up to \$100,000. It focuses on campus security so we are primarily looking at fencing for both campuses, with the upper campus being a higher priority.
3. The project list developed in May continues to be refined and prioritized, with the above-referenced grant application being the short-term focus.

##### B. Lower Campus Fall 2018 Modulars:

1. Final contract with MHI Construction was executed on June 14.
2. Land Disturbance Permit from Dekalb County was granted on June 25. A required pre-construction meeting is scheduled at the Dekalb County government offices on Monday, July 9.
3. Grading in preparation for the modulars is expected to be completed this week – as it only takes a few days. The modulars are scheduled to be installed starting on July 16 and completed in one week. The grader will continue to work on final grading and sidewalks with completion expected before school starts.

**Next Meeting:** Tuesday, July 17, 2018 at 6:30pm in the Lower Campus conference room

#### 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

## Strategic Planning Committee Report

**Section:** V. Administration and Committee Reports  
**Item:** H. Strategic Planning Committee Report  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** 2018.07.09 Governance-Strategic Planning Updates.pdf

**Sharon McKenna Camara**  
 Chair  
 The GLOBE Academy  
 404-909-3036  
 Scamara@theglobeacademy.net

July 8, 2018

The GLOBE Academy  
 Board of Directors  
 2225 Heritage Drive NE  
 Atlanta, GA 30345

**RE: Governance Updates**

<b>July 8, 2018</b>	
<b>GLOBE Academy</b>	
<b>Governance Updates</b>	
<b>Topic</b>	<b>Update</b>
1. Strategic Planning	<p>Committee members updated evaluation metric and provided a list of vendors to approach.                  Sharon has reached out to vendors and in process of obtaining proposals.                  Next meeting targeted for 7/23, may need to push out to the following wee</p>
2. Policies	<p>Sharon Provided feedback on policies provided by Manual Makers                  Stacey planning to focus on policies this year                  Would like to proceed with review and approvals of the following policies in the draft for next meeting either because we don't have something in place yet or because we need a revision (eg grievances):</p> <ul style="list-style-type: none"> <li>• Lottery/Admission updates to incorporate children with language immersion experience</li> <li>• Behavior management/ Discipline/Progressive Discipline</li> <li>• Head of School Communications to the Board</li> <li>• Grievances and Grievances – Employee</li> <li>• Decision-Making</li> <li>• School Community Communications</li> <li>• Recess</li> <li>• Participation in Athletics</li> <li>• Library Policy, Collection Development Policy and Library Media Center Position Statements</li> <li>• Certification</li> <li>• Hiring</li> <li>• Target Language use</li> </ul>

<p>3. Board Retreat</p>	<p>Would like to plan a board retreat in August, if possible</p> <ul style="list-style-type: none"> <li>• Obtaining BoT availability</li> <li>• Need board member availability</li> <li>• Initial ideas for agenda                             <ul style="list-style-type: none"> <li>○ Review board commitment, sign off on all board requirements</li> <li>○ Plan board training</li> <li>○ Review use of BoT</li> <li>○ Assure all committee meetings are posted and have agendas and minutes</li> <li>○ Discuss board member and officer needs, succession planning</li> <li>○ Board, Committee and Admin roles and responsibilities review</li> <li>○ Communications</li> <li>○ Other?</li> </ul> </li> </ul>
<p>4. Board Members</p>	<p>Sending email to invite new committee members</p>
<p>5. Board Email addresses</p>	<p>Kevin provided everyone with GLOBE addresses</p>
<p>6. Board meeting logistics</p>	<p>Goals for each meeting</p> <ul style="list-style-type: none"> <li>• Sign-in sheet for all participants</li> <li>• Sign-up for speakers</li> <li>• Power strip</li> <li>• Projector and large screen (by August)</li> <li>• Water?</li> </ul>
<p>7. Culminating trip</p>	<p>Ad hoc committee to make recommendation</p>
<p>8. County plans for Lakeside</p>	<p>Lakeside Construction Advisory Council</p>
<p>9. Resolution for BUMC purchase</p>	<p>With facilities committee</p>



# Coversheet

## Certified Board of Directors Resolution

**Section:** VI. New Business  
**Item:** A. Certified Board of Directors Resolution  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Certified Board of Directors Resolution.pdf

**CERTIFIED COPY OF BOARD OF DIRECTORS RESOLUTION WHEREBY AN AGREEMENT IS AUTHORIZED BY THE GLOBE ACADEMY, INC. TO ACQUIRE CERTAIN PROPERTY LOCATED AT 4105 BRIARCLIFF ROAD, ATLANTA, GEORGIA, AND TO OBTAIN A LOAN FROM CHARTER BANK**

**WHEREAS**, The Globe Academy, Inc., a Georgia nonprofit corporation (the “*Corporation*”), as purchaser, and The Trustees of the North Georgia Conference of the United Methodist Church, Inc., a Georgia nonprofit corporation, as seller, have entered into that certain Commercial Sales Agreement dated April 24, 2018 (as amended, the “*Contract*”) for the purchase and sale of real property located at 4105 Briarcliff Road NE, Atlanta, Georgia, as further described in the Contract (the “*Property*”), for a purchase price of Three Million Five Hundred Thousand and 00/100 Dollars (\$3,500,000.00); and

**WHEREAS**, the Corporation desires to obtain a loan (the “*Loan*”) from Charter Bank (“*Lender*”), in the original principal amount of Three Million Forty Thousand and 00/100 Dollars (\$3,040,000.00) in order to finance the acquisition of the Property and pay for certain approved costs and expenses of renovating the improvements, secured by the Property and other real property owned by the Corporation, pursuant to the terms of that certain Promissory Note, Business Loan Agreement, Deed to Secure Debt and other documents necessary or advisable for the consummation of the Loan (collectively, the “*Loan Documents*”).

**NOW THEREFORE IT IS RESOLVED**, that the Corporation hereby authorizes, adopts, and approves the consummation by the Corporation of the transactions contemplated by the Contract and all other actions necessary and expedient in connection with the sale of the Property;

**FURTHER RESOLVED**, that the Corporation hereby authorizes, adopts, and approves the consummation of Loan and all other actions necessary and expedient in connection with the consummation of the Loan pursuant to the Loan Documents;

**FURTHER RESOLVED**, that Sharon Camara, in her capacity as Chairman of the Board of the Corporation, and Christi Elliott-Earby, in her capacity as Head of School, are hereby authorized to execute and deliver all documents and take all actions necessary to cause the Corporation to consummate the purchase of the Property, the form of said documents to be upon the terms and conditions contemplated in the Contract, or, if such forms are not contemplated in the Contract, upon such terms and conditions as Sharon Camara shall in her discretion determine to be appropriate, and such representative’s signature shall be conclusive evidence of the agreement by Corporation to the form of such documents;

**FURTHER RESOLVED**, that, Sharon Camara, in her capacity as Chairman of the Board of the Corporation, and Christi Elliott-Earby, in her capacity as Head of School, are hereby authorized to execute and deliver all documents and take all action necessary to cause the Corporation to consummate the Loan transaction, the form of said Loan Documents to be upon such terms and conditions as Sharon Camara shall, in her sole discretion, determine to be appropriate, and such representative’s signature shall be conclusive evidence of the agreement by Corporation to the form of such documents; and

ADOPTED by the Board of Directors of The Globe Academy, Inc. this 9<sup>th</sup> day of July, 2018.

**CERTIFICATION**

I, Sharon Camara, being the Chairman of the Board of The Globe Academy, Inc., hereby certify that the above resolution was duly adopted at a meeting of the Board of Directors of The Globe Academy, Inc., duly held on July 9, 2018, at which a quorum of said Board of Directors was presenting and acting throughout and that no action has been taken to rescind or amend said resolution and the same is now in full force and effect.

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Sharon Camara  
Chairman of the Board  
The Globe Academy, Inc.