



The GLOBE Academy

Board of Directors Meeting

Date and Time

Monday August 6, 2018 at 7:00 PM EDT

Location

4105 Briarcliff Road, 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 July 9, 2018			
IV. PTCC Report			7:20 PM
CEO Support And Eval			
A. PTCC Report	FYI		5 m
V. Administration and Committee Reports			7:25 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. 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
VI. New Business			
VII. 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 July 9, 2018

APPROVED



The GLOBE Academy

Minutes

Board of Directors Meeting

Date and Time

Monday July 9, 2018 at 7:00 PM

Location

2225 Heritage Dr NE, 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, C. White, J. Archila, M. Hudson, R. Hudak, S. Camara, S. Moore, W. Acree

Directors Absent

B. Williams

Guests Present

Aba Rogers, C. Elliott-Earby, Christina Steiner, K. Holder, Katie Monroe, Lorca Montgomery, Meghan Cottrell, Vilma Villalobos

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 Jul 9, 2018 at 7:04 PM.

C. Vision, Mission and Core Values

Vision, Mission and Core Values were read 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 approved by consent without objection.

B. Approve Minutes

A. Patel made a motion to approve minutes from the GLOBE Board of Directors Meeting on 05-29-18 GLOBE Board of Directors Meeting on 05-29-18.

C. White seconded the motion.

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

IV. PTCC Report

A. PTCC Report

There was no formal this month.

V. Administration and Committee Reports

A. Head of School Report

A formal report was included in the agenda packet.

B. Academic Committee Report

There was no formal report this month.

C. Finance Committee Report

There was no formal report this month. Sharon gave an update on the letter that was sent to the county in regard to the seven schools, including GLOBE, who did not receive their full allotment of funds from the county. The county initially responded favorably, but upon conferring with outside counsel, there was a shift in their position. The school's attorney

spoke with the county's counsel to walk him through the documents that were submitted to show that the funding formula was not followed.

D. Facilities Committee Report

A formal report was included in the agenda packet. Juan said the Modular units should be completed by July 23rd. A discussion was held about the loan to acquire the Briarcliff Road property, particularly if there was a second loan to cover the costs related to removing the religious artifacts left behind by the church.

E. Development Committee Report

There was no formal report this month. Will reported that significant progress has been made with the grantmaking process. Will asked if everyone was comfortable having their contact information included on grant documents for possible outreach. A discussion was held about the target amount for Annual Fund. Anita said that more manpower is needed to devote to fundraising for Annual Fund.

F. Communications Committee Report

Anita noted that proposals have been received from two vendors for the upcoming marketing campaign. A proposal from a third vendor will be submitted in the future before a vendor is chosen.

Motion made by Chip to allow for up to \$20K to be allocated for a vendor for the marketing campaign. Motion seconded by Juan. Motion approved by all present.

G. Governance Committee Report

There was no formal report this month.

H. Strategic Planning Committee Report

A formal report was included in the agenda packet. Vendors have been contacted to submit proposals for the strategic plan. Committee will sift through proposals at their next meeting. Sharon proposed re-upping with Manual Makers since they have completed work outside the scope of their original contract. The date for the Board Retreat was set for Saturday, August 18th from 8am-3pm - Sunday, August 19th from 12:30pm-7:30pm is the backup date. Sharon mentioned that Lakeside High School had recently announced an open call for parents and community members to serve on the Lakeside High School Construction Advisory Committee. Sharon stated that Lakeside's expansion plans are something that deserve attention. The advisory committee has not held their first meeting, but it was agreed that finding out when it is scheduled should be a top priority.

I. Diversity Committee Report

There was no formal report this month.

VI. New Business

A. Certified Board of Directors Resolution

A copy of the resolution was included in the agenda packet.

M. Hudson made a motion to accept the 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.

C. White seconded the motion.

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

B. Board of Directors - Class C Designees

C. White made a motion to elect Brian, Stacey and Will for a new term on the Board.

M. Hudson seconded the motion.

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

VII. Closing Items

A. Adjourn Meeting

The next scheduled meeting will be held on August 6, 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 8:50 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: 2018.08.06 HOS Report.pdf

HOS Report

8/6/18

Updates

Staff Retreat was a huge success.

First Day of School - This Wednesday!!!

Free and Reduced Lunch

Free	92	10%	
Reduced	11	1.3%	11.3%
Paid	805		
Total:	908		

We are going to do another push in weekly folders. Jen is calling all the families from last year to remind them to reapply.

GCSA

DeKalb County

The Museum School of Avondale Estates had the second highest percentage of third-grade students in DeKalb County who scored proficient or above in English Language Arts. The Globe Academy was in the top ten DeKalb County elementary schools for third graders who were proficient or above in English Language Arts. The Museum School of Avondale Estates and the Globe Academy were also in the top ten DeKalb County Schools for the percentage of third-grade students reading at or above grade level.

ELA third grade – proficient learner or above:

The Museum School of Avondale Estates – 74.6%

The Globe Academy – 56.7%

Third Grade Reading Status:

The Globe Academy – 88.3%

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	

Coversheet

Facilities Committee Report

Section: V. Administration and Committee Reports
Item: D. Facilities Committee Report
Purpose: Discuss
Submitted by:
Related Material: 2018.08.06 Facilities Planning Committee Report.pdf



The GLOBE Academy

Facilities Committee Report

August 6, 2018

Committee Chair: Juan Archila

Report Type: Report. Board Action Required.

Committee Meeting Date: July 17

Attendees: Juan Archila, Jason Bitar, Cleve Craddock, Christi Elliott-Earby, Tyler Goforth, Brad Jones, Judy Limor, James Minderhout, Jason Smith (Stevens & Wilkinson), Kirk Marchisen (Stevens & Wilkinson)

I. Call to Order and Roll Call

Mr. Archila called the meeting to order at 6:30pm.

II. Public Comment

No one spoke.

III. Task List Review

A. Lower Campus Fall 2018 Modulars:

1. MHI Construction officially began grading on July 10.
2. The contractor hit a gas line on July 16 and repairs are in progress.
3. The modulars began installation the week of July 16 and has been completed.
4. We received a building permit from Dekalb County on July 20, clearing the way for a fire marshal inspection as soon as the whole project is ready.
5. We had a major setback last week where it was determined by Georgia Power that the modulars were placed too close to the existing overhead power lines. Georgia Power has been working with the contractor and the electrician to come up with the solution that has the least impact on our schedule and minimizes Georgia Power's work, as they have a significant backlog and will not start as quickly as our electrician. I would like approval on two items: a change order proposal from the electrician and a proposal from Georgia Power.
6. We may be a week to two weeks away from completion, which puts it after school starts, and a contingency plan has been put in place by administration for the affected classes.

B. Upper Campus:

1. On July 10, GLOBE closed on the Briarcliff United Methodist Church property for the Upper Campus and we are now in the process of making modifications for our use.

2. We reviewed the project list, which is on Google Sheets and shared with the committee, and agreed that most of the short-term needs can be handled by the school.
3. The committee coordinated removing the religious lettering on the side of the building and have a quote for updating exterior signage. We will need two more quotes and we will also need direction on what we want the signage to look like/say.
4. We are in the process of gauging interest in the sanctuary cross and stained glass from other churches before we remove it ourselves. We will give it another few weeks.
5. Stevens & Wilkinson, a local architectural/engineering firm, joined the meeting to hear our short- and long-term vision for the upper campus and review the project list. They have offered to help us put together a master plan and preliminary design/code analysis. The goal is to improve the upper campus in phases over several years, with larger projects occurring during the summer months.
6. 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. We should be notified of the status of acceptance this fall.

Next Meeting: August 14, 2018 at 6:30pm in the Lower Campus conference room

End of Report

cc: Jason Bitar, Denise Clayton-Purvis, 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

Development Committee Report

Section: V. Administration and Committee Reports
Item: E. Development Committee Report
Purpose: Discuss
Submitted by:
Related Material: 2018.08.06 Development Committee Report.pdf



The GLOBE Academy

Development Committee Report

August 6, 2018

Committee Chair: Will Acree

Report Type: Update

Update:

Development Committee – July 2018

1. Was introduced to large family office whose foundation provides infrastructure grants for education institutions. Working to finalize a meeting.
2. Met with Head of Development for a private foundation to discuss capital sources for education institutions.
3. Held conference call with non-profit consultant who works with non-profits all over the world on fundraising and committee development.
4. Identified new Advisory Board Member:
 - o Judge Ben Vinson (Director – State Board of Workers' Compensation, Chairman – Governor's Commission on Brookhaven, Attorney – Dentons, Charter School Advocate & Advisor to Georgia Charter Schools Association)

Grants Committee – July 2018:

1. Held conference call with entire Grants Committee
2. Submitted grant application for security fencing
3. In process of applying for KABOOM playground equipment grant
4. CEE sent out survey to teachers to gather feedback on specific grant requests teachers might be interested in (received 7 responses...but need at least a 40% response rate so that we can better adjust our direction for engagement/types of applications)
5. Drafted email to be sent to all Globe stakeholders to solicit interest in helping out with grant writing and to lay out process for submitting grant request
6. Finalized standardized process for requesting grant applications and completing them:
 - o Any grants over \$5,000 will be completed by the Grants Committee. Grants over \$5,000 identified by teachers/parents/other stakeholders, should be emailed to grantsteam.globe@gmail.com

o Grants identified by teachers/parents/other stakeholders (“Grant Requestors”) that are under \$5,000 will be completed by the Grant Requestors with help from the Grants committee:

§ If a Grant Requestor identifies a grant under \$5,000, they can then complete a form and submit it to the Grants Committee. The Grants Committee will send the Requestor the Grant Writing Template and any other information that might be needed (i.e., samples of previously submitted grant applications, language templates, etc.)

§ We will also connect Requestor to grant writing volunteers if needed

End of Report