

# The GLOBE Academy

## Board of Directors Meeting

### Date and Time

Saturday April 27, 2019 at 8:00 AM EDT

### Location

4105 Briarcliff Road NE, Atlanta, GA 30345

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

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>08:00 AM</b>
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.

### II. Public Comment

**08:05 AM**

<b>A. Public Comment</b>	FYI	Sharon Camara	5 m
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**Please note:** Each speaker may speak for up to two minutes. Speakers are cautioned from making comments that involve an individual staff member, a personnel action, a student disciplinary matter, a complaint about an individual student or any pending legal matter for which The GLOBE is engaged. Speakers are asked to state their remarks in a courteous manner. As a matter of protocol, Board members will not respond to public comments.

### **III. Consent Agenda 08:10 AM**

<b>A. Approve Agenda</b>	Vote	Sharon Camara	5 m
<b>B. Approve Minutes</b>	Approve Minutes	Sharon Camara	5 m

Approve minutes for Board of Directors Meeting on March 25, 2019

### **IV. PTCC Report 08:20 AM**

<b>A. PTCC Report</b>	FYI		5 m
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### **V. Administration and Committee Reports 08:25 AM**

<b>A. Head of School Report</b>	Discuss	Christi Elliott- Earby	5 m
<b>B. Academic Committee Report</b>	Discuss	Ryan Hudak	5 m
<b>C. Finance Committee Report</b>	Discuss	Chip White	5 m
<b>D. Facilities Committee Report</b>	Discuss	Juan Archila	5 m
<b>E. Development Committee Report</b>	Discuss	Will Acree	5 m
<b>F. Communications Committee Report</b>	Discuss	Anita Patel	5 m
<b>G. Governance Committee Report</b>	Discuss	Stacey Moore	5 m
<b>H. Strategic Planning Committee Report</b>	Discuss	Katie Monroe	5 m
<b>I. Diversity Committee Report</b>	Discuss	Monique Hudson	5 m
<b>J. Head of School Evaluation and Support Committee Report</b>	Discuss	Ryan Hudak	5 m

### **VI. Old Business**

### **VII. New section**

### **VIII. Closing Items 09:15 AM**

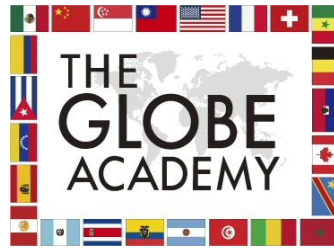
<b>A. Adjourn Meeting</b>	Vote	Sharon Camara	
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# Cover Sheet

## Approve Minutes

**Section:** III. Consent Agenda  
**Item:** B. Approve Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Board of Directors Meeting on March 25, 2019

APPROVED



## The GLOBE Academy

### Minutes

#### Board of Directors Meeting

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**Date and Time**

Monday March 25, 2019 at 7:00 PM

**Location**

4105 Briarcliff Road NE, Atlanta, GA 30345

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

**Directors Present**

C. White, J. Archila, K. Monroe, M. Hudson, R. Hudak, S. Camara, S. Moore

**Directors Absent**

A. Patel, W. Acree

**Guests Present**

Chris Stevens, Christina Steiner, Christina Waide, J. Garcia, Jennifer Kirouac, K. Holder, Kimberly Henshaw, Laura Sum, Lou Collins, Marcus Tate-Greene, Meghann Adams, Robyn Brandman, Vilma Villalobos

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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 Monday Mar 25, 2019 @ 7:02 PM at 4105 Briarcliff Road NE, Atlanta, GA 30345.

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

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

## II. Public Comment

### A. Public Comment

Robyn Brandman commented on her concern about the number of teachers who are leaving the school and expressed her hope that the Strategic Planning Committee has teacher retention as one of its primary focuses.

## III. Consent Agenda

### A. Approve Agenda

The agenda and minutes were approved by consent without objection.

### B. Approve Minutes

S. Moore made a motion to approve minutes from the Board of Directors Meeting on 02-25-19.

J. Archila seconded the motion.

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

## IV. PTCC Report

### A. PTCC Report

Christina reported that for Chinese New Year (February 1st) students did a performance at LC and UC. For Black History Month, there were a number of activities including a door decorating contest, a variety show and movies featuring individuals who have made contributions in African-American history. Science Night was a huge success! PTCC awarded \$13K in teacher and staff grants to nine educators. It was also noted that the preliminary total raised from the auction was \$112K.

## V. Administration and Committee Reports

### A. Head of School Report

A formal report was included in the agenda packet. Sharon noted that Christi was off today and tomorrow.

### B. Academic Committee Report

A formal report was included in the agenda packet. Ryan stated that the committee will not meet in April due to testing, but they will meet again on May 10th.

### C. Finance Committee Report

There was no formal report this month, however a copy of the proposed amended budget, summary financials through February 28th, draft stipend policy and draft purchasing policy were included in the agenda packet. Chip stated that the committee would be working on next year's budget in the coming weeks. Two budget hearings will be held and the budget will be put before for the Board for final approval at the June meeting.

Ryan made a motion to approve the new stipend policy, as recommended by the Finance Committee. Motion seconded by Katie. Motion approved by all present.

Ryan made a motion to approve the new purchasing policy, as recommended by the Finance Committee. Motion seconded by Juan. Motion approved by all present.

### D. Facilities Committee Report

A formal report was included in the agenda packet. Juan discussed the scope of the work for the \$10K Change Order for asbestos abatement in the basement level of UC. The work will be performed between April 1st and April 7th. A discussion was held about approving the total projected cost of the renovations to UC and the manner in which the potential differential costs for the renovations would be funded.

Katie made a motion to approve the \$10K Change Order for asbestos abatement. Motion seconded by Chip. Motion approved by all present.

**E. Development Committee Report**

There was no formal report this month. Meghann reported that the Grants Committee has pending grants for the playground project with the SunTrust Trustee Foundation (\$25K to be sent to six foundations), Atlanta Foundation and Georgia Power (\$10K apiece) and Lowe's (\$5K). News on each respective grant application should be rendered by May. A grant request was submitted to Wal-Mart and Sam's Club within a nine-mile radius of the school. Meghann indicated that she needs help calling the stores to ensure that their grant request is reviewed, otherwise it will be denied. Laura is working with Coach Corso on a \$1K grant for take-home P.E. kits.

**F. Communications Committee Report**

There was no formal report this month.

**G. Governance Committee Report**

There was no formal report this month. Stacey reported that the committee met on March 20th. During that meeting, the committee review the proposed changes to the bylaws included in that review was a discussion of a Board vice chair and nominating committee for Board members. The committee is scheduled to meet on April 15th. The proposed changes to the bylaws should be ready for Board review at the next Board meeting.

**H. Strategic Planning Committee Report**

A formal report was included in the agenda packet.

**I. Diversity Committee Report**

There was no formal report this month. The committee met on March 20th. During that meeting, the committee reviewed the Equity Audit and offered up feedback on the vendor and the process. Monique said that there was a robust discussion held at the meeting in regards to certain findings that have been identified through the strategic planning process including the achievement gap across the diverse populations at The GLOBE, particularly among black males. The committee will meet again subsequent to the next Strategic Plan meeting to discuss the developments from that meeting.

**J. Head of School Evaluation and Support Committee Report**

There was no formal report this month. Ryan indicated that the committee had not an official meeting since the previous Board meeting, but they are always at the ready to assist Christi, when needed.

**VI. Closing Items**

**A. Adjourn Meeting**

A discussion was held about changing the next scheduled meeting from Monday, April 29th at 7 p.m. to Saturday, April 27th at 2 p.m. at the conclusion of the Board retreat. All were in agreement to change the next Board meeting date.

The next scheduled meeting will be held on April 27, 2019 at 2 p.m. at Upper Campus.

K. Monroe made a motion to adjourn the meeting.

C. White 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 8:20 PM.

Respectfully Submitted,

K. Holder

# Cover Sheet

## PTCC Report

**Section:** IV. PTCC Report  
**Item:** A. PTCC Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** 2019.04.27 PTCC Report.pdf



# PTCC MONTHLY REPORT

## APRIL 27, 2019

### UPCOMING EVENTS

April 24 – May 2: Earth Day e-Drive

April 27: Earth Day/Work Day Screen on the Green

April 29 – May 3: Spring Scholastic Book Fair at LC

May 6 – 10: Staff Appreciation Week

May 16 & 17: Field Day

PTCC Elections



### MONTHLY OVERVIEW

#### An Evening Around the GLOBE | March 23

GLOBE held its annual auction and fundraiser, “An Evening Around the GLOBE” on March 23. A diverse selection of items was auctioned off and the event raised over \$87,000. As part of this event, GLOBE community members made contributions towards purchasing new playground equipment for the lower playground through “Fund-A-Project.”

#### Earth Day e-Drive | April 24 – May 2

Bins have been placed at LC and UC for an electronic recycling drive (computers, cell phones, batteries, etc.) The e-drive will end on Thursday, May 2<sup>nd</sup>.

#### Earth Day/Work Day | April 27

The FAC-PAC will hold a work day today (Saturday, April 27<sup>th</sup>) from 4PM-6PM to celebrate Earth day and beautify our school’s outdoor spaces. We will work on the playgrounds, outdoor classrooms, and butterfly garden.

#### Screen on the Green | April 27

After the Earth Day work day (Saturday April 27), the Global Awareness PAC will sponsor Screen on the Green at Charles McDaniel Park. Movie starts at 7PM.

#### Facilities

PTCC will be funding the purchase and installation of an UC water fountain in the gym area within the next few weeks.

#### PTCC Elections | April 28 – May 7

Deadline for PTCC Leadership Team nominations was Friday April 26<sup>th</sup>. Open positions - Co-Chair, Treasurer, Communications PAC, GAP PAC, Fundraising PAC. Elections will be April 28<sup>th</sup> – May 7<sup>th</sup>.

### PTCC GOALS

- Increase PTCC volunteerism; inspire new volunteers
- Building technical capacity of PTCC (PTOffice, Online sales)

# Cover Sheet

## Head of School Report

**Section:** V. Administration and Committee Reports  
**Item:** A. Head of School Report  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** 2019.04.27 HOS Report.pdf

# HOS Report

4/27/19

## Updates

Full swing for interview season. We have two teacher positions left to fill: Kindergarten and 8th Social Studies.

## Enrollment

	Dec	Out/+	Jan	Feb	March	April
K:	144	-1	143	143	143	-1 142
1:	144	-2	142	142	142	142
2:	132		132	132	132	132
3:	121		121	-1 120	120	120
4:	50		50	50	50	50
5:	72		72	72	72	72
6:	97		97	97	97	97
7:	85	-1	84	-1 83	83	83
8:	55		55	-2 53	53	53
Total:	900		896	892	892	891

## Lottery

Economically disadvantaged status got 2.2 times the weight in our lottery. We reached our goal of growth by 4% in Kindergarten but not 6th.

Grade	Total Applicants	Open Seats	F/R applicants	F/R siblings	Total	Selected
K	571	142	77	5	82	32
1	205	1	30	0	30	0
2	13	2	2	0	2	0
3	14	13	2	0	2	1
4	10	24	2	0	2	2
5	5	46	0	0	0	0
6	177	23	38	1	39	2

## 2nd-5th Grade LT breakdown

Grade	Total Open Seats	# of Applicants
Kindergarten	142	571
1st	1	205
6th	23	177
2nd Spanish	2	10
2nd French	0	1
2nd Mandarin	0	2
3rd Spanish	6	7
3rd French	2	4
3rd Mandarin	5	3
4th Spanish	10	5
4th French	10	4
4th Mandarin	4	1
5th Spanish	25	5
5th Mandarin	21	0

## Waitlist

K: 11/429

1: 3/204

2 Spanish: 1/9

2 French: 1/1

2 Mandarin: 0/2

3 Spanish: 0/2

3 French: 2/3

3 Mandarin: 0/0

4 Spanish: 0/0

4 French: 0/0

4 Mandarin: 0/0

5 Spanish: 0/0

5 Mandarin: 0/0

6: 1/153

# Cover Sheet

## Facilities Committee Report

**Section:** V. Administration and Committee Reports  
**Item:** D. Facilities Committee Report  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** 2019.04.27 Facilities Committee Report.pdf



## The GLOBE Academy

### Facilities Committee Report

April 27, 2019

**Committee Chair:** Juan Archila

**Report Type:** Report. Board Action Required.

**Committee Meeting Date:** 4/16/19

**Attendees:**

Juan Archila, Brad Jones, Judy Limor, James Minderhout (via telephone), Elizabeth Oliver, Jerry Ross (via telephone), Brian Swenson

**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. At time of meeting, administration had not decided on the scope of the extra work. Subsequently, they did, so the contractor will be coming back to finish the original project and do the new work (stairs and retaining wall).

**B. Upper Campus Interior Renovation and Elevator Retrofit:**

1. The next design meeting will be held on April 25, 2019. Permit set was turned in to Dekalb County earlier this month.
2. Asbestos abatement was performed during spring break week in order to begin demolition ASAP once a construction permit is issued.
3. Many subcontractors have come through in order to get more competitive quotes for us.
4. **Potential volunteer opportunities for Facilities PAC:**
  - a. May 21 or 22: Move Ms. Limor's belongings from her existing office to another office in the building because her existing office is part of the renovation scope.
  - b. Last week of July (after renovation is complete): Move 8<sup>th</sup> grade belongings from top floor down to lowest floor.

C. *Upper Campus Site Master Plan:*

1. Administration has reviewed scope of the landscape architect's work with members of our committee and have added a few items.
2. We have yet to hear from the traffic engineering company after their initial site visit but they are working on a report (update: Juan emailed them on 4/24/19 asking for a status update).
3. Steeple removal hit a permitting snag. The county would prefer an architect's stamp on a drawing (in lieu of just a narrative from a contractor). We are getting the interior renovation architect to give us an assist on this. It's a very minor effort.

D. *Facility Director Update:*

1. Jerry has hit the ground running on various projects – way to go!
2. Is point of contact for major projects such as the Upper Campus Interior Renovation and Elevator Retrofit project as well.

**IV. Adjournment**

The committee voted to adjourn the meeting at 7:30pm.

**Next Meeting: Wednesday, May 15, 2019 at 6:30pm in the Upper Campus AHOS Office (NOTE DIFFERENT DAY FROM USUAL)**

**End of Report**

cc: Jason Bitar, Denise Clayton-Purvis, Christi Elliott-Earby, Darren Fagan, Johnny Garcia, Tyler Goforth, Josh Gregory, Ryan Hudak, Brad Jones, James Minderhout, Elizabeth Oliver, Amy Stone, Dana Stone, Jen Parker, Denise Procida, Jerry Ross, Chip White, Mira Williams, Anna Witte, Delilah Wynn-Brown

# Cover Sheet

## Strategic Planning Committee Report

**Section:** V. Administration and Committee Reports  
**Item:** H. Strategic Planning Committee Report  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** 2019.04.27 Strategic Planning Committee Report.pdf





## **The GLOBE Academy**

### **Strategic Planning Committee Report**

**27 April 2019**

**Committee Chair:** Katie Monroe

**Report Type:** Update

#### **Updates:**

1. After getting feedback following the March Board meeting, the Leadership Team has stepped back to regroup.
2. A Board member will be assigned to work through the implementation plan of each of the four strategic initiatives
  - a. Organizational development
  - b. School facilitates
  - c. Core instruction
  - d. Diversity, equity, & inclusion
3. A meeting with NorthStar Partners, leadership team, and identified Board members is being planned for early May
4. Final Guiding Team Meeting anticipated to follow (to work with key internal individuals involved in implementation)
5. Full presentation to the Board has been pushed back

**End of Report**