



The GLOBE Academy

Board of Directors Meeting

Date and Time

Monday August 5, 2019 at 7:00 PM 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
I. Opening Items			07:00 PM
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

07:05 PM

A. Public Comment	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 07:10 PM

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 June 3, 2019

IV. Executive Session 07:20 PM

A. Executive Session	Discuss		15 m
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To discuss a real estate matter.

V. PTCC Report 07:35 PM

A. PTCC Report	FYI		5 m
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VI. Administration and Committee Reports 07:40 PM

A. Executive Director's Report	Discuss	Christi Elliott- Earby	5 m
B. Academic Committee Report	Discuss	Ryan Hudak	5 m
C. Finance Committee Report	Vote	Chip White	5 m

Vote to amend the financial policy. During the November 27, 2017 Board meeting, a motion was approved to "include language that it is the policy of The GLOBE Academy not to grant wage or salary advances to any employee or individuals."

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	Katie Monroe	5 m
I. Diversity Committee Report	Discuss	Monique Hudson	5 m
J. Head of School Evaluation and Support Committee Report	Vote	Ryan Hudak	5 m

Vote to rename the HOS Evaluation and Support Committee

VII. Old Business 08:30 PM

A. Board Member Terms	Vote	Sharon Camara	5 m
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The terms for Class A members Chip, Anita and Juan ended on June 30, 2019. Chip and Anita are both eligible for a new term.

VIII. New Business

IX. Closing Items

**08:35
PM**

A. Adjourn Meeting	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 June 3, 2019



The GLOBE Academy

Minutes

Board of Directors Meeting

Date and Time

Monday June 3, 2019 at 7:00 PM

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.

Directors Present

A. Patel, C. White, J. Archila, K. Monroe, M. Hudson, R. Hudak, S. Camara, S. Moore, W. Acree

Directors Absent

None

Directors Arrived Late

A. Patel

Guests Present

A. Lynch, A. Rogers, C. Elliott-Earby, J. Garcia, J. Limor, K. Holder, Kate Michalak, Laura Hancock, Lily Li Baier, Meghann Adams, Piyush Saggi, Rachel Leach, Rajnish Singh, Robert Brown, Robyn Brandman, S. Kumar, 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 Jun 3, 2019 @ 7:03 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

There were no public comments.

III. Consent Agenda

A. Approve Agenda

R. Hudak made a motion to amend the agenda to move up the Strategic Planning Committee report to be heard right before Executive Session.

M. Hudson seconded the motion.

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

B. Approve Minutes

C. White made a motion to approve minutes from the Board of Directors Meeting on 04-27-19.

J. Archila seconded the motion.

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

C. Approve Minutes

K. Monroe made a motion to approve minutes from the Board of Directors Meeting - Special Meeting on 04-30-19.

M. Hudson seconded the motion.

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

D. Strategic Planning Committee Report

A formal report was included in the agenda packet. Shyam gave an overview of the Strategic Plan. A copy of which can be found in the agenda packet.

IV. Executive Session

A. To discuss personnel matters

Motion made by Stacey to move to executive session to discuss personnel matters. Motion seconded by Juan. Motion approved by all present. Moved to executive session at 7:20 p.m.

Motion to leave executive session made by Katie. Motion seconded by Chip. Motion approved by all present. Returned from executive session and meeting called back to order at 9:46 p.m.

A. Patel arrived late.

V. PTCC Report

A. PTCC Report

There was no report this month.

VI. 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. A follow-up discussion was held regarding signing a five-year contract with the auditor. The committee recommended renewing the contract with the auditor. Stacey asked if there was a clause to terminate the contract for convenience. Chip indicated that he would allow Stacey to review the final contract to ensure that all of the necessary termination clauses are included.

Motion made by Katie to approve the contract for auditing services with the necessary language for Stacey to review. Motion seconded by Anita. Motion approved by all present.

R. Hudak made a motion to approve the proposed FY19-20 operational budget.

J. Archila seconded the motion.

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

D. Facilities Committee Report

A formal report was included in the agenda packet. Juan agreed to extend his service on the Board for one more meeting.

E. Development Committee Report

There was no formal report this month. Will indicated that they would like to hire a full-time development staff person, but would speak about that at another time.

F. Communications Committee Report

There was no formal report this month. Anita stated they are still working on some previously discussed outstanding items.

G. Governance Committee Report

There was no formal report this month. The proposed amendments to the bylaws will be sent out for Board members to review.

H. Diversity Committee Report

There was no formal report this month.

I. Head of School Evaluation and Support Committee Report

There was no formal report this month. Ryan stated that he sent Board members the documents to review - each document is in draft form: the executive director job description, an administrator hiring process and the SY21-22 organizational chart.

VII. New Business

A. Board Roles and Prospective Board Members

Sharon spoke about adding two new Board members: Meghann Adams and Aba Rogers.

Motion made by Anita to add Aba Rogers to the Board of Directors, effective July 1, 2019 with a term ending in 2021-22. Motion seconded by Stacey. Motion approved by all present.

Motion made by Anita to add Meghann Adams to the Board of Directors, effective July 1, 2019 with a term ending in 2021-22. Motion seconded by Chip. Motion approved by all present.

B. Executive Session Vote # 1

R. Hudak made a motion to extend an employment offer to Cutia Blunt for HOS - Lower Campus.

A. Patel seconded the motion.

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

C. Executive Session Vote # 2

R. Hudak made a motion to conduct an open search for HOS - Upper Campus.

C. White seconded the motion.

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

D. Executive Session Vote # 3

R. Hudak made a motion to appoint Judy Limor as the interim HOS - Upper Campus while the search is being conducted.

J. Archila seconded the motion.

The motion did not carry.

Roll Call

W. Acree Abstain

R. Hudak Aye

C. White No

S. Camara No

A. Patel No

K. Monroe Aye

J. Archila Aye

S. Moore Abstain

M. Hudson No

VIII. Closing Items

A. Adjourn Meeting

The next scheduled meeting will be held on August 5, 2019 at 7 p.m. at Upper Campus.

C. White made a motion to adjourn the meeting.

R. Hudak 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 10:14 PM.

Respectfully Submitted,

K. Holder

Cover Sheet

Executive Session

Section: IV. Executive Session
Item: A. Executive Session
Purpose: Discuss
Submitted by:
Related Material: Executive Session Affidavit 08052019.jpg



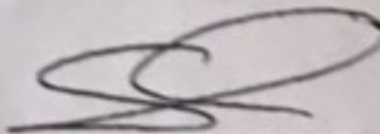
EXECUTIVE SESSION AFFIDAVIT

(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 5th day of August, 2019, the following:

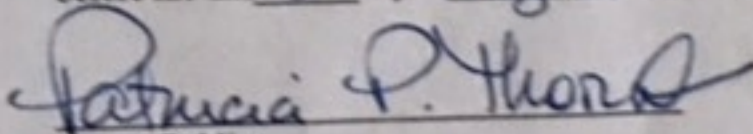
1. The Board properly entered executive session as permitted by O.C.G.A. § 50-11-3. The only matters discussed during such executive session of its meeting as allowable under O.C.G.A. § 50-14-2 and 50-14-3 were as follows:
 - () To consult and meet with legal counsel pertaining to pending or potential 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 5th day of August, 2019.



PRESIDING OFFICER

SUBSCRIBED AND SWORN TO
before me this 5 day of August, 2019.



Notary Public

My commission expires:
April 18, 2020



Cover Sheet

Executive Director's Report

Section: VI. Administration and Committee Reports
Item: A. Executive Director's Report
Purpose: Discuss
Submitted by:
Related Material: 2019.08.05 Executive Director's Reprot.pdf

HOS Report

4/27/19

Updates

New HOS - Cutia Blunt

openings: HOS, UC - AHOS, LC - no teachers!!!

Contractor to help with UC, we have had a couple of interested parties that only want part time to get us through the time when we can hire.

Enrollment

Aug Out/+

K: 144

1: 144

2: 145

3: 137

4: 116

5: 57

6: 96

7: 93

8: 67

Total: 999

PD & Strategic Plan

Responsive Classroom

Staff Retreat - All staff starting on the same page with training. Day #3 in November and Day #4 in March.

Strategic Plan - Guiding team and whole staff once a month.

Milestones

Scores for ELA & Math with County rankings:

	<u>ELA</u>	<u>Ranking</u>	<u>Math</u>	<u>Ranking</u>
3rd	95%	4th	99.2%	1st (tied)
4th	88%	6th	96%	8th
5th	98.6%	3rd	93%	4th
6th	88.7	3rd	92.8%	3rd
7th	94%	1st	91.5%	3rd
8th	90.6%	4th	86.4%	5th

Cover Sheet

Finance Committee Report

Section: VI. Administration and Committee Reports
Item: C. Finance Committee Report
Purpose: Vote
Submitted by:
Related Material: Proposed Amended Budget 20190805.pdf

The GLOBE Academy

Profit and Loss

July 2018 - June 2019

	ACTUAL	CURRENT BUDGET	Variance	AMENDED BUDGET
Income				
1215 Club Dues	22,228	15,530	43%	22,000
1225 Fund raising/Misc. Sales	235,972	213,591	10%	236,000
1340 After School Program Revenue	551,511	530,000	4%	552,000
1701 Field Trip	74,524	94,047	-21%	75,000
1910 Rental Income	15,950	11,000	45%	16,000
3120 Total Quality Basic Education F	9,932,121	9,910,799	0%	9,932,000
5510 Grants Other Than State Or Federal	9,500	0		10,000
10-000 Revenues	10,841,806	10,774,967	1%	10,842,000
Total Income	\$ 10,841,806	\$ 10,774,967	1%	\$ 10,842,000
Gross Profit	\$ 10,841,806	\$ 10,774,967	1%	\$ 10,842,000
Expenses				
10-1000 Instruction	5,890,978	5,865,333	0%	5,891,000
10-2100 Pupil Services	331,779	331,874	0%	332,000
10-2210 Improvement of Instruct Service	49,244	80,000	-38%	49,000
10-2213 Instructional Staff Training	89,476	150,000	-40%	89,000
10-2220 Educational Media Services	65,320	61,049	7%	65,000
10-2300 General Adminstration	235,859	175,000	35%	236,000
10-2400 School Administration	971,614	964,582	1%	972,000
10-2500 Support Services-Business	285,097	281,164	1%	285,000
10-2600 Maint & Oper-Plant Services	928,747	940,000	-1%	929,000
10-2900 Fundraising Activities-	14,337	17,100	-16%	14,000
10-3100 School Nutrition Program	77,817	80,000	-3%	78,000
10-3300 ASP Operations	544,841	530,000	3%	545,000
10-5100 Debt Services	160,905	202,366	-20%	161,000
Total Expenses	\$ 9,646,015	\$ 9,678,468		\$ 9,646,000
Net Operating Income	\$ 1,195,791	\$ 1,096,499		\$ 1,196,000
Other Income				
10-1995 Other Misc Income	1,609	0		1,600
Total Other Income	\$ 1,609	\$ 0		\$ 2,000
Other Expenses				
Reconciliation Discrepancies	22	0		0
Total Other Expenses	\$ 22	\$ 0		\$ 22
Net Other Income	\$ 1,587	\$ 0		\$ 2,000
Net Income	\$ 1,197,379	\$ 1,096,499	9%	\$ 1,197,000

Cover Sheet

Facilities Committee Report

Section: VI. Administration and Committee Reports
Item: D. Facilities Committee Report
Purpose: Discuss
Submitted by:
Related Material: 2019.08.05 Facilities Committee Report.pdf



The GLOBE Academy

Facilities Committee Report

August 5, 2019

Committee Chair: Juan Archila

Report Type: Report. No Board Action Required.

Committee Meeting Dates: None

I. Task List Review

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

1. We have a Temporary Certificate of Occupancy (TCO) for the interior renovation. An initial punch list walk-through was performed on July 18 and a follow-up walk will take place by Tuesday, 8/6 to verify completion of minor corrective work.
2. The elevator work is progressing. The exterior of the tower is substantially complete and the internal components are as well. The car is in the process of being built.

B. *Upper Campus Site Master Plan:*

1. Upper Campus exterior improvements, including but not limited to parking lot improvements, playground modifications, fencing, site access, athletic field, etc., are included as part of this master planning exercise, which is being led by Root Design.
2. Meetings have taken place with Root and our subcommittee, including administration, in May, July, and on August 2.
3. A presentation of a master plan will take place towards the middle/end of this month and will include estimated costs. This plan is not a final design but a guiding document to inform what and where improvements need to be made, with separate projects spinning off of them.

C. *Lower Campus Site Master Plan:*

1. Lower Campus exterior improvements are necessary, and Root Design has been engaged in initial conversations.
2. The subcommittee is in the process of defining scope for this project. We are limited in what we can accomplish because GLOBE does not own the site.

D. *Facility Director Update:*

1. To be reported at meeting and updated in final report.

Next Meeting: TBD

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, Jen Parker, Denise Procida, Jerry Ross, Chris Stevens, Amy Stone, Dana Stone, Brian Swenson, Chip White, Mira Williams, Anna Witte, Delilah Wynn-Brown

DRAFT

Cover Sheet

Development Committee Report

Section: VI. Administration and Committee Reports
Item: E. Development Committee Report
Purpose: Discuss
Submitted by:
Related Material: 2019.08.05 Development Committee Report.pdf
LC Playground Project.pptx



The GLOBE Academy

Development Committee Grants and Fundraising Subcommittee Report

5 August 2019

Committee Chair: Will Acree

Report Submitted by: Meghann Adams

Report Type: Update

Updates:

1. Playground Project Update

a. Fundraising – DONE!!

- i. Total project cost: \$116,616.73
 1. Phase I Cost: \$65,863.44
 2. Phase II Cost: \$50,753.29
- ii. Thank you to all the donors who contributed to the project
 1. Phase I
 - a. PTCC (past year's funds, Auction and Makers Market): \$36,850
 - b. School: \$23,513
 - c. Board (Lowe's Toolbox for Education and Publix Super Markets Charities grants): \$5,500
 2. Phase II
 - a. Charter School Facilities Grant through the Georgia Department of Education: \$40,476
 - b. School: \$10,276

b. Renderings

- i. Phase I Overview
- ii. Phase II Overview - second play structure has a bigger footprint that complements and integrates well into the new smaller playground equipment
- iii. Phase I Renderings – removed old structures and fitness equipment, prepared the site, installed one new structure and 5 new trash cans
- iv. Phase I Renderings vs. Actual
- v. Phase II Renderings – install second larger structure and replace two basket goals

c. Project Timeline

- i. Phase I
 - 1. Completed July 26
 - 2. Lowe's to help with school's cleanup day (build benches)
 - 3. Trash can over one of the steps – backordered item
- ii. Phase II
 - 1. Place order for second structure and new basketball goals in September
 - 2. Planning for installation the week of Thanksgiving break

d. Communications

- i. Email with updates went out on Friday, August 2
- ii. Created poster and flyers
- iii. Table at orientation
- iv. Posts on Facebook
- v. Possibly post on Nextdoor if we have parents willing to help

- 2. **Science Grants** – working with Ms. Avis Herron on needs and researching prospects

End of Report

Phase I Overview



Conceptual Drawing ONLY

Google Earth



150 PlayGone Drive SE
Fort Payne, AL 35967
www.gametime.com

The GLOBE Academy
Play Powered by BoardOnTrack
Atlanta, GA
Mississippi

This play equipment is recommended for children ages 2-12

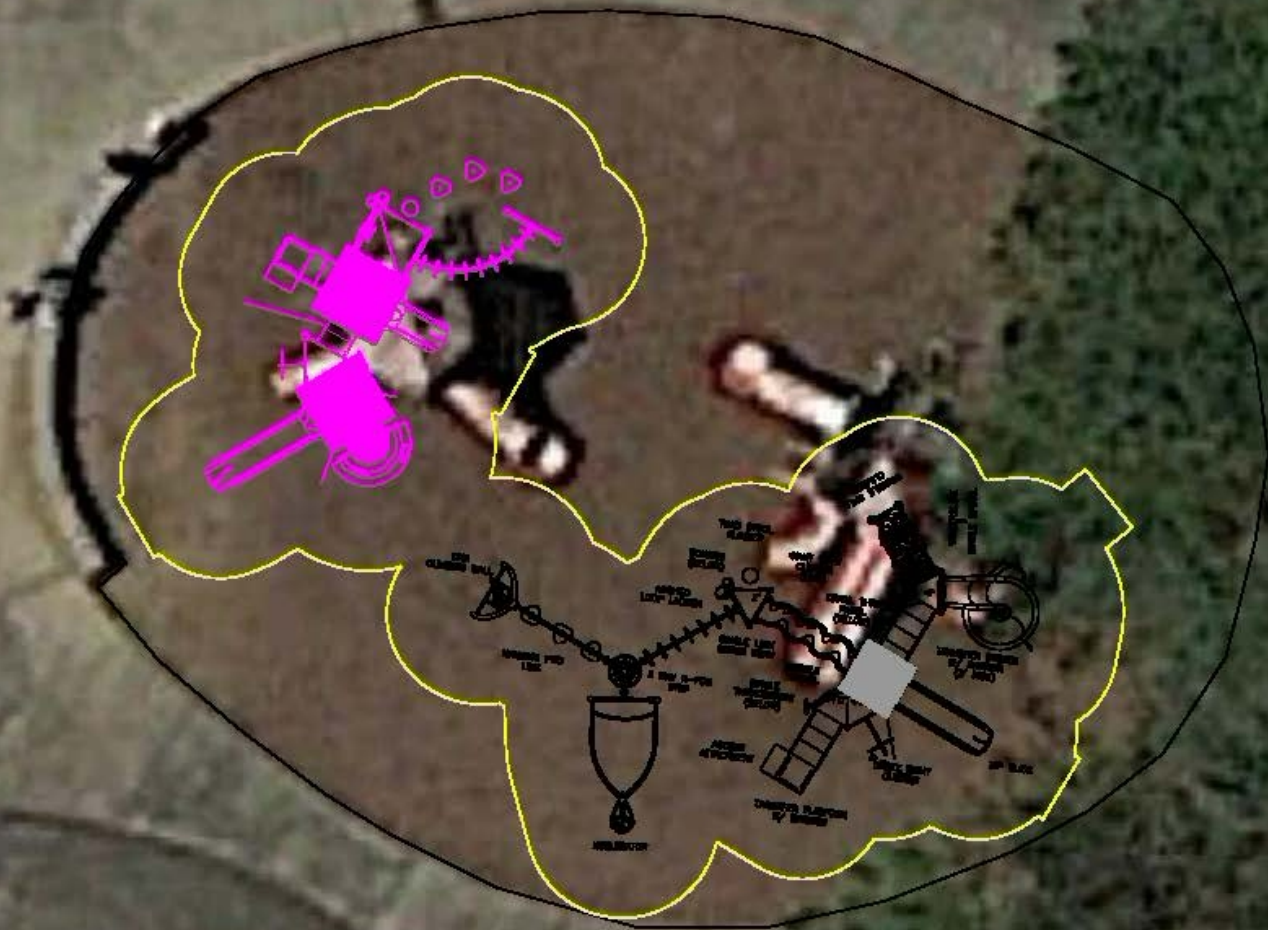
See drawing
NTE
This drawing can be used only when in

When the product is used in an employment, use specified for each type of equipment, and at depths to meet the without full height as specified by the ILLS consumer Product Safety Committee,

SW
Date: 8/14/2018
Drawing Name:

Phase II Overview

Conceptual Drawing ONLY



GameTime
 ISO 9001 CERTIFIED
 Google Earth

150 PlayCore Drive SE
 Fort Payne, AL 35967
www.gametime.com

The GLOBE Academy
 Playground Area - Phase 2
 Atlanta, GA
 Drawing Don
 Powered by BoardOnTrack

This play equipment is recommended for children ages 5-12
 Minimum Area Required: 1000 sq ft
 Source: NTS
 This drawing can be used only when in compliance with the NTS

ISO 9001:2015 Certified is a global standard for quality management systems. It is a requirement for all organizations, regardless of size, that wish to demonstrate their ability to consistently provide products and services that meet customer requirements. ISO 9001:2015 is a standard for quality management systems. It is a requirement for all organizations, regardless of size, that wish to demonstrate their ability to consistently provide products and services that meet customer requirements.

Drawn by: [Name]
 Date: 7/8/2019
 Drawing Name: GLOBE Phase II



Globe Academy Playground Area
Atlanta, GA



Globe Academy Playground Area
Atlanta, GA



Powered by BoardOnTrack

Playpalette: Papaya

Phase I Renderings

Phase I Completed July 26, 2019



Globe Academy Playground
Atlanta, GA

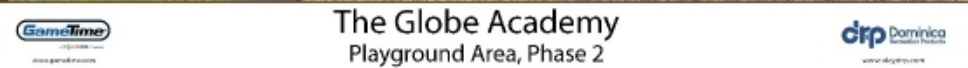


Globe Academy Playground Area
Atlanta, GA





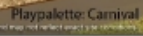
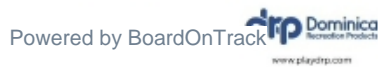
The Globe Academy
Playground Area, Phase 2



The Globe Academy
Playground Area, Phase 2



The Globe Academy
Playground Area, Phase 2



**Phase II Renderings
Coming Fall 2019!**

Cover Sheet

Strategic Planning Committee Report

Section: VI. Administration and Committee Reports
Item: H. Strategic Planning Committee Report
Purpose: Discuss
Submitted by:
Related Material: 2019.08.05 Strategic Planning Committee Report.pdf



The GLOBE Academy

Strategic Planning Committee Report

5 August 2019

Committee Chair: Katie Monroe

Report Type: Update

Updates:

1. Organization Development initiative of “designing clear job descriptions for priority positions” was targeted for completion in Summer 2019
2. Shyam Kumar of NorthStar Partners met with Christi before July vacations to draft job descriptions, (specifically teachers, coordinators, AHOS, and HOS at building level) as well as an organizational chart.
3. Staff/school level strategic planning work sessions have been scheduled for the upcoming academic year
4. RFPs for organizational development, core instruction, and DEI were posted through Catalyst as of July 2.
5. Follow up meeting set for 8/6.

End of Report