



The GLOBE Academy

Board of Directors Meeting

Date and Time

Monday January 27, 2020 at 7:00 PM EST

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 | | | 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 |
| <p>Vision: To develop globally minded citizens who have the knowledge, skills, and attitudes to effect positive change in our world.</p> <p>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.</p> <p>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.</p> <ul style="list-style-type: none"> • 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 | | | 7:05 PM |
| A. Public Comment | FYI | Sharon Camara | 5 m |
| <p>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</p> | | | |

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 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 December 16, 2019

IV. PTCC Report 7:20 PM

CEO Support And Eval

- | | | | |
|----------------|-----|-----------------|-----|
| A. PTCC Report | FYI | Christina Waide | 5 m |
|----------------|-----|-----------------|-----|

V. Administration and Committee Reports 7:25 PM

Charter Renewal

- | | | | |
|---|---------|-----------------------|-----|
| A. Executive Director's Report | Discuss | Christi Elliott-Earby | 5 m |
| B. Academic Committee Report | Discuss | Drew Reynolds | 5 m |
| C. Finance Committee Report | Discuss | Luis Pacheco | 5 m |
| D. Facilities Committee Report | Discuss | Ryan Hudak | 5 m |
| E. Development Committee Report | Discuss | Meghann Adams | 5 m |
| F. Communications Committee Report | Discuss | Anita Patel | 5 m |
| G. Governance Committee Report | Discuss | Sharon Camara | 5 m |
| H. Strategic Planning Committee Report | Discuss | Katie Monroe | 5 m |
| I. Diversity Committee Report | Discuss | Monique Hudson | 5 m |
| J. Executive Director Evaluation and Support Committee Report | Vote | Ryan Hudak | 5 m |

VI. Old Business

VII. New Business

VIII. Closing Items

- | | | | |
|--------------------|------|---------------|--|
| A. Adjourn Meeting | Vote | Sharon Camara | |
|--------------------|------|---------------|--|

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 December 16, 2019



The GLOBE Academy

Minutes

Board of Directors Meeting

Date and Time

Monday December 16, 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, A. Rogers, C. White, D. Reynolds, J. Garcia, K. Monroe, L. Pacheco, M. Adams, M. Hudson, S. Camara

Directors Absent

R. Hudak

Guests Present

C. Elliott-Earby, Cutia Blunt, D. Fagan, Gloria Lawton, J. Limor, K. Holder, M. Mazloom, Meghan Cottrell, Michael Kidd, Robyn Brandman

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 Dec 16, 2019 @ 7:07 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 there being conflicting information about there would be a second class in the target language for the current sixth graders next year and asked for clearer communication if this is not going to happen. Second, she asked where there aren't language clubs for elementary school and noted that the school administration has not given a direct answer as to why these clubs are no longer allowed. Third, she said there are staffing issues in third grade and this grade should be a "protected zone" where there should be a clear rubric and parents should be able to expect a certified teacher as well. Finally, she asked about the status of the job descriptions that were going to be created as a result of the new strategic plan, particularly what Christi's responsibilities are as executive director.

III. Consent Agenda

A. Approve Agenda

The agenda and minutes were approved by consent without objection.

B. Approve Minutes

K. Monroe made a motion to approve the minutes from. Board of Directors Meeting on 11-18-19

D. Reynolds seconded the motion.

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

IV. PTCC Report

A. PTCC Report

There was no report this month.

V. Lower Campus Master Plan Presentation

A. Lower Campus Master Plan Presentation

Darren introduced Michael Kidd of Root Design and Jen of DesignWork to present the LC Master Plan, which he noted was "conceptual" and not set in stone. LC was broken into nine phases and later, more development will be put into each zone in the future. Michael stated that a digital copy and hard copy would be distributed to the school's administration and possibly later posted online or however the school's administration decides to make that available. Michael said they are working on a budget estimate to track with construction costs as well. Michael and Jen provided an overview of the improvements of the nine phases for LC. Christi said the plan is to post the plans for both campuses after a priority list is established.

VI. Strategic Plan Update

A. Strategic Plan Update

Christi provided what she said is the first update of the strategic plan to the Board. She stated that updates will be provided quarterly and the subsequent updates will occur at the Board meetings on 3/30, 6/29, 9/28 and 12/14. Christi said that Katie will be adjust her role and serve as key person to check-in on the status of the items of the strategic plan and lend some level of accountability. Christi distributed a copy of the 2025 Strategic Plan Implementation Dashboard to the Board. She indicated that the plan has been broken down into four focus areas: Organizational Development, Facilities, Core Instruction and DEI. Within each of the four focus area are the strategic initiatives that have an assigned owner,

who is a staff member, an advisor, who is a member of the school's administration and a board liaison. Christi said there was a meeting recently with the school's overall implementation team, which is comprised of faculty and staff. Christi said the vision for the strategic plan is that this plan is not a "one and done" but rather there is strategy behind ensuring that each initiative is moved forward. Each initiative has opportunities for faculty and staff to have their voices heard throughout the process. Christi said that following Board members are will serve as liaisons for the respective areas: Ryan (Organizational Development), Sharon (Facilities), Drew (Core Instruction) and Monique (DEI). Christi then distributed a QR code for each Board member so they can follow along with the progress of the initiatives. Christi stated that there are discussions being held to determine how to roll out community updates of the strategic plan and a final decision on that process will be discussed at the January Board meeting. She also noted that deliverables would be stored in a Google Drive folders for Board members to be able to view as they are delivered. Monique inquired why strategic plans will not be shared in real-time to the GLOBE community. Christi said that after the Board gets to review and approve items then they will be provided to the community since those items will no longer be in draft form. Christi also distributed the proposed GLOBE Graduate Profile.

VII. Conscious Roots Contract

A. Approval of DEI Contract

Sharon spoke about the process to select a DEI vendor. Christi distributed a copy of the contract for the Conscious Roots, the prospective DEI vendor. The contract consists of 18-24 months worth of work and the cost will run over two fiscal years, as noted by Christi. Christi said the school's lawyer and school administration have reviewed the contract and provided their okay of it. Christi said Conscious Roots will use part of the equity audit that was conducted last year as they move forward in their work. Christi said none of the companies that were interviewed had ever previously worked with Conscious Roots. Monique stated there were not any issues in the vendor selection process and stated the committee felt comfortable with the process and the scope of work.

C. White made a motion to approve the Conscious Roots DEI contract.

L. Pacheco seconded the motion.

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

VIII. Committee Updates

A. Committee Updates

Sharon indicated that in lieu of full committee reports, as given typically during Board meetings, committee chairs who wish to provide any pertinent updates are allowed to do so. No one gave a committee update. The report of the Diversity Committee, as drafted by Monique, was included in the agenda packet.

IX. Closing Items

A. Adjourn Meeting

The next scheduled meeting is set for January 27, 2020 at 7 p.m. at Upper Campus.

M. Hudson made a motion to adjourn the meeting.

M. Adams 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 8:13 PM.

Respectfully Submitted,

A. Patel

Cover Sheet

PTCC Report

Section: IV. PTCC Report
Item: A. PTCC Report
Purpose: FYI
Submitted by:
Related Material: 2020.01.27 PTCC Report.pdf

PTCC MONTHLY REPORT

JANUARY 27, 2020

Teacher/Staff Funds

- PTCC distributed over \$10,000.00 in staff gift funds.
- All grant money distributed we will have the final numbers next month.

Spirit Nights

- December's Spirit Night at Taqueria el Vecino raised \$330.00
- Had Hopstix Spirit Night on January 23rd, total not available yet but it was well attended.
- Next Spirit Night is at Skyzone on Monday, February 17 at 11:00 a.m.

Auction

- We are still looking for sponsorships and donations!
- March 28, 2020 at Spring Hall

Cover Sheet

Executive Director's Report

Section: V. Administration and Committee Reports
Item: A. Executive Director's Report
Purpose: Discuss
Submitted by:
Related Material: 2020.01.27 Executive Director's Report.pdf



Executive Director Report 1/27/20

Updates

LC and UC 1st semester highlights

School Calendar

Strategic Plan - Job descriptions for Admin and Roles and Responsibilities for Faculty

Link to access the Board dashboard: Emailed to the board

Free and Reduced Lunch numbers and expenditures to be presented in

March How much we are receiving for the lunch program (reimbursed)

How much we are covering for lunch charges Transportation

- Survey sent out for very early stages of planning.

Enrollment

| | Aug | Out/+ | Aug | Sept | Oct | Nov | Jan |
|------------|-----|-------|-------|--------|-----|-----|----------|
| K: 144 | | | 144 | 144 | 144 | 144 | 144 |
| 1: 144 | | | 144 | 144 | 144 | 144 | 144 |
| 2: 145 | -1 | | 144 | 144 | 144 | 144 | 144 |
| 3: 137 | -1 | | 136+1 | 137 | 137 | 137 | -2 135 |
| 4: 116 | -1 | | 115 | 115 -1 | 114 | 114 | -1+1 114 |
| 5: 57 | | | 57 | 57 | 57 | 57 | +1 58 |
| 6: 96 | | | 96 | 96 | 96 | 96 | -1 +1 96 |
| 7: 93 | | | 93 | 93 | 93 | 93 | -1 92 |
| 8: 67 | -2 | | 65 | 65 | 65 | 65 | 65 |
| Total: 999 | | | 994 | 995 | 994 | 994 | 992 |

Professional Development -

DLI in a Day - GaDOE - hosted by GLOBE - 3 staff presented

Continuing Responsive Classroom training March 13th

Cover Sheet

Academic Committee Report

Section: V. Administration and Committee Reports
Item: B. Academic Committee Report
Purpose: Discuss
Submitted by:
Related Material: 2020.01.27 Academic Committee Report.pdf



The GLOBE Academy

Academic Committee Report

27 January 2020

Committee Chair: Drew Reynolds, dreynolds@theglobeacademy.net

Report Type: Update

Updates

1. Academic Committee Meeting Summary 1-23-20
 - a. Discussion: Profile of GLOBE Graduate
 - i. Committee Members reviewed the process for creating the Profile of GLOBE Graduate and have shared ideas about how this document is aligning efforts across the school in the areas of instruction and teacher support.
 - b. Strategic Plan Updates
 - i. Committee members discussed current efforts to reflect on our dual-language model and literacy and to explore areas for continuous improvement.
 - ii. Committee Members discussed the prospect of seeking external support / research to inform dual-language models and efforts at GLOBE, with an emphasis on models and supports that are likely to be successful in GLOBE's unique context and mission.
 - iii. Committee Members discussed ongoing work to support student's growth in global citizenship and are exploring designing learning experiences that would enhance student's development as global citizens that are aligned with the Profile of a GLOBE graduate.

End of Report

Cover Sheet

Finance Committee Report

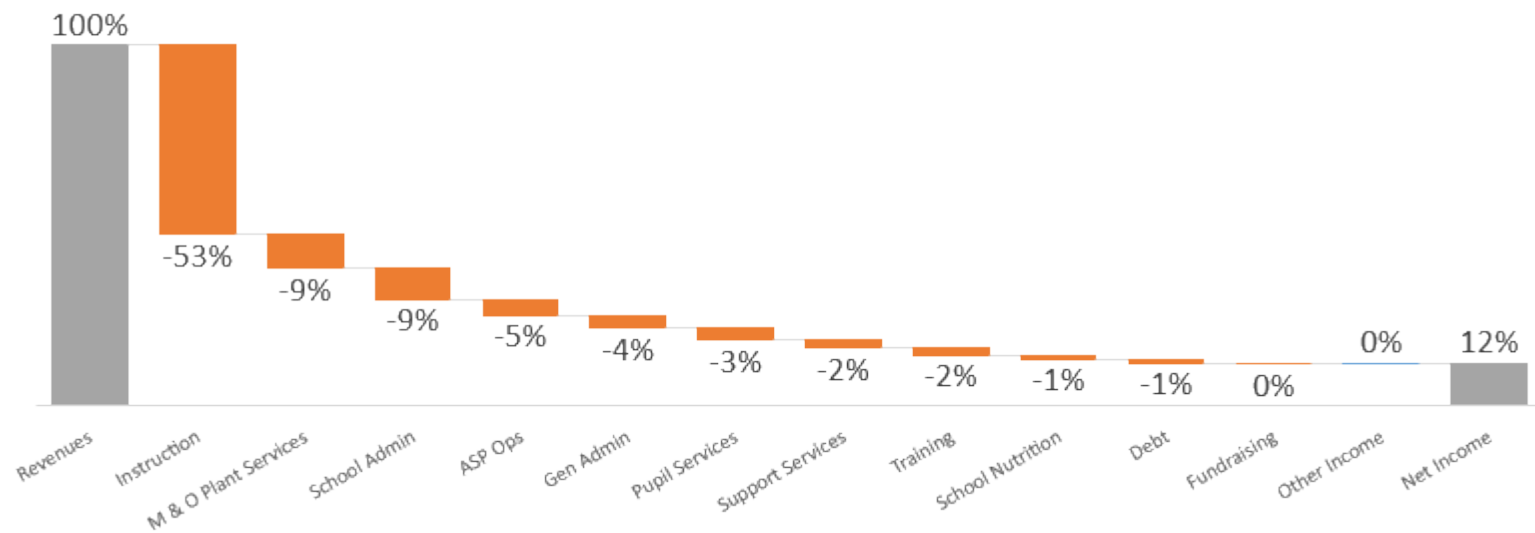
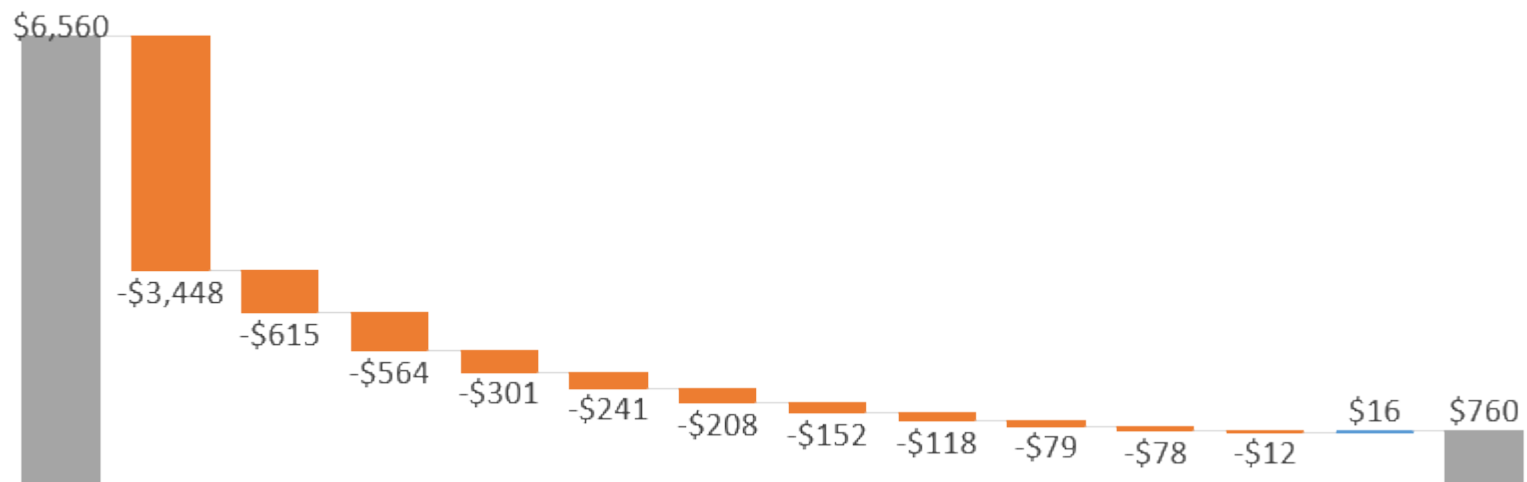
Section: V. Administration and Committee Reports
Item: C. Finance Committee Report
Purpose: Discuss
Submitted by:
Related Material: 2020.01.27 Finance Committee.pptx

Globe Academy Financial Statement FY 2020

(Figures in '000s unless otherwise stated)

| | Previous YTD | Current YTD | Budget Y/Y | Budget YTD | Δ | Current - Budget % |
|-----------------------------|-----------------|----------------|---------------|---------------|--------------|-----------------------|
| Revenues | | \$5,500 | \$6,560 | 19% | \$6,135 | \$425 7% |
| Expenses | | \$4,969 | \$5,816 | 17% | \$5,352 | -\$488 -9% |
| Instruction | | \$2,959 | \$3,448 | 17% | \$3,458 | \$11 0% |
| Pupil Services | | \$186 | \$208 | 11% | \$235 | \$28 12% |
| Training and Improvement | | \$99 | \$118 | 18% | \$93 | -\$24 -26% |
| General Administration | | \$127 | \$241 | 90% | \$144 | -\$97 -67% |
| School Administration | | \$490 | \$564 | 15% | \$606 | \$42 7% |
| Support Services-Business | | \$138 | \$152 | 10% | \$146 | -\$6 -4% |
| Maint & Oper-Plant Services | | \$569 | \$615 | 8% | \$276 | -\$339 -123% |
| Fundraising Activities- | | \$10 | \$12 | 23% | \$8 | -\$4 -51% |
| School Nutrition Program | | \$39 | \$79 | 103% | \$43 | -\$37 -85% |
| ASP Operations | | \$276 | \$301 | 9% | \$214 | -\$87 -41% |
| Debt Services | | \$75 | \$78 | 3% | \$128 | \$50 39% |
| Total Other Income | | \$2 | \$16 | 901% | \$0 | \$16 0% |
| Total Other Expenses | | \$0 | \$0 | -100% | \$0 | \$0 0% |
| Net Income | | \$533 | \$760 | 43% | \$783 | -\$22 -3% |

The Globe Academy - Net Income Waterfall FY2020



Cover Sheet

Development Committee Report

Section: V. Administration and Committee Reports
Item: E. Development Committee Report
Purpose: Discuss
Submitted by:
Related Material: 2020.01.27 Development Committee Report.pdf
SWOT Analysis Diagram.jpg



Development Committee Report 21 January 2020

Committee Chair: Meghann Adams

Report Type: Update

Updates:

1. Operational Budget/Fundraising Goals

- a. 2019-2020 Fundraising Goal: \$250,000; 2% of operating budget
- b. GLOBE Trot: \$142,354.57 received; \$35,633 in pledges
- c. Annual Fund: \$47,583.10 received to date
- d. GLOBE Rocks: \$3,800 received to date
- e. Total Raised (does not include pledges): \$193,737.67; 77% of fundraising goal

2. GLOBE Rocks – Saturday, Feb. 1 (6 – 11 pm)

- a. 100% of the proceeds go to the music department
- b. 21+ event
- c. Napoleon's and The Vista Room (2836 Lavista Rd.)
- d. Tickets \$25 online, \$30 at the door

3. Donor Prospect Videos

- a. Production donated by Committee Member Jonathan Clues at StudentBridge
- b. Series of six videos up to 90 seconds each (3-5 key messages each)
- c. Focus of videos:
 - i. **Introduction / About GLOBE / CREST and Values** (Really SEE who we are)
 - ii. **The GLOBE difference** - Emphasis on DLI
 - iii. **Previous successes** - Focus on CCRPI scores
 - iv. **Upcoming initiatives** - transportation, LC gym, teacher training, DEI
 - v. **Ways to get involved** - external audiences: volunteerism, sponsorship, partnerships
 - vi. **Benefits of DLI Model** - more than learning a second language
- d. Making final storyboard edits, identifying interviewees and locations to film on LC & UC
- e. Filming February 10 - one day shoot

4. Fundraising Policy (approved in 2016)

- a. Making minor revisions
- b. Will send out recommended changes for board approval at next board meeting

5. Fund Development Plan

- a. Committee conducted SWOT Analysis (fundraising-focused) – **See diagram**
- b. Current fundraising activities are almost entirely inwardly focused
- c. Looking to expand solicitations outside of the GLOBE community
- d. Plan is a roadmap that defines goals, outcomes, methods and evaluates progress
- e. Include a Master Fundraising Calendar (includes PTCC activities)
- f. Monthly reports on progress to increase accountability and transparency
- g. Goal to complete/approve by end of 19/20 school year to start 20/21 school year

6. Donor Relations/Database Management

- a. Committee is reviewing best practices and developing plan and process to implement
- b. Will create template resources with consistent messaging to give to GLOBE fundraisers
- c. No centralized database capturing each family's gifts year-round
- d. Difficult to evaluate trends and determine opportunities
- e. Researching vendor options to improve donor data management and donor relations
- f. Working with Katrice to update the "Support" pages of GLOBE's website

7. Next Development Committee Meeting via Zoom: Tuesday, February 18, 2020 @ 7:30 pm

END REPORT

S

Strengths

- DLI model with high academic achievement (unique angle)
- Engaged/ supportive school community
- Successful past fundraising events
- Ethnically diverse (grant requirement)
- Passionate & motivated staff that support fundraising efforts

W

Weaknesses

- Donor relations
- Communications to constituents
- No centralized donor database
- Uncoordinated solicitations
- Responsiveness of key contacts
- Internally-focused fundraising & communications
- Lack of socioeconomic diversity (grant requirement)

O

Opportunities

- Community outreach & partnerships
- Community volunteers
- Database analysis to understand target audiences
- Alumni relations
- Improving credibility & recognition in community
- Expanding into underserved communities

T

Threats

- Continued donor fatigue
- Perceived lack of transparency
- Open forums spreading misinformation
- Changes/ mandates from DeKalb County and GADOE
- Neighborhood concerns (parking/carpool)

Cover Sheet

Diversity Committee Report

Section: V. Administration and Committee Reports
Item: I. Diversity Committee Report
Purpose: Discuss
Submitted by:
Related Material: 2020.01.27 Diversity Committee Report.pdf



The GLOBE Academy
Diversity Committee Report
27 January 2020

Committee Chair: Monique Hudson

Report Type: Update

Meeting Date: 1/15

Updates:

Committee Members

Monique confirmed that new committee members will be identified and the committee member list will be updated on BoardOnTrack by the next week. CEE confirmed that faculty/staff will include J. Limor, C. Blunt, C. Catinella, M. Brown and CEE. Five to seven community members will be added to ensure balance and representation.

Strategic Plan DEI Vendors

Board voted to accept DEI vendor contact at December meeting. Guiding team POC is to provide update shortly. Committee remains available to assist with execution of identified processes and developed plans.

Transportation

Tiki advised that the Transportation Committee has representatives from various areas (3) of the attendance zone. Multiple vendors have been engaged to evaluate service.

Commemorative Observances

Black History Month and focus for celebrations for GLOBE

- Discussed whether GLOBE should dictate whether Black History Month and other celebrations should be viewed in their traditional sense or by their global impact
- For instance, in Black History Month there is a school (to include the Library of Congress) of thought that it is a time to recognize black contributions to American history. There is also a school of thought that celebrates the black diaspora's impact on the world during Black History Month.
- Compelling discussion on both sides. No specific position was adopted by the committee, accordingly the committee will not be making a recommendation to administration on this issue. Future discussion is expected.

Faculty or Parent Led?

- It was noted that administration/faculty leads Black History Month at other schools, but it has traditionally been parent led at GLOBE.
- Administration wholeheartedly supports Black History Month activities/initiatives but needs information as soon as possible for planning.
- Per administration, black history is highlighted during relevant instruction and just Black History Month.

Recognizing other Commemorative Months (see Library of Congress website)

- Concerns that there is a Black History Month celebration but not for other nationalities
- Monique directed committee to Library of Congress website to see all of the commemorative observances recognized by Congress. There are many to include: Asian, Jewish, LGBTQ.
- Committee will discuss ways to observe many commemorative months without negatively impacting instructional time.
 - Announcements
 - Bulletin boards
 - Murals and displays
 - Extra assignments/activities, etc.

Next Meeting

February 26, 2020 unless communicated otherwise. Meeting will be remote.

End of Report