



The GLOBE Academy

Board of Directors Meeting

Date and Time

Monday June 1, 2020 at 7:00 PM EDT

Location

To be an attendee of this meeting, please click on the following link: https://us02web.zoom.us/webinar/register/WN_y59CnjtXT8yIfVA1aNw_EQ. Call-in information will be sent to you.

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

Special note: This meeting was conducted remotely, due to the declared national and state public health emergencies in response to the novel coronavirus known as COVID-19.

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.			
<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 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.</p>			
III. Consent Agenda			7:10 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 April 27, 2020			
IV. PTCC Report			7:20 PM
A. PTCC Report	FYI		5 m
V. Administration and Committee Reports			7:25 PM
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	Jonathan Clues	5 m
G. Governance Committee Report	Discuss	Aba Rogers	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	Discuss	Ryan Hudak	5 m
VI. Old Business			
VII. New Business			8:15 PM
A. Board Members - Anita Patel & Johnny Garcia	Discuss	Sharon Camara	5 m
VIII. Executive Session			8:20 PM
A. To discuss a personnel matter	Discuss	Sharon Camara	15 m
IX. Closing Items			8:35 PM
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 April 27, 2020

DRAFT



The GLOBE Academy

Minutes

Board of Directors Meeting

Date and Time

Monday April 27, 2020 at 7:00 PM

Location

To be an attendee of this meeting, please click on the following link: https://us02web.zoom.us/webinar/register/WN_7Q0hpHIRT4aLof7ViGyS8g. Call-in information will be sent to you.

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

Special note: This meeting was conducted remotely, due to the declared national and state public health emergencies in response to the novel coronavirus known as COVID-19.

Directors Present

A. Rogers (remote), C. White (remote), D. Reynolds (remote), J. Clues (remote), K. Monroe (remote), L. Pacheco (remote), M. Adams (remote), M. Hudson (remote), R. Hudak (remote), S. Camara (remote)

Directors Absent

A. Patel, J. Garcia

Guests Present

C. Elliott-Earby (remote), Cutia Blunt, D. Clayton-Purvis (remote), J. Limor (remote), Jen Parker, K. Holder (remote), Marsha Huitt, Megan Brown

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 Apr 27, 2020 @ 7:01 PM at
To be an attendee of this meeting, please click on the following link: <https://us02web.zoom.us/join/91012020000>
https://us02web.zoom.us/webinar/register/WN_7Q0hpHIRT4aLof7ViGyS8g. Call-in information will be sent to you.

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

C. White made a motion to approve the minutes from. Board of Directors Meeting on 03-30-20

L. Pacheco seconded the motion.

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

C. Approve Minutes

D. Reynolds made a motion to approve the minutes from. Board of Directors - Special Meeting on 04-16-20

J. Clues 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. The oral report was given by April Fields.

V. Administration and Committee Reports

A. Executive Director's Report

A formal report was included in the agenda packet. During the strategic plan update, Sharon asked if the communication plan would be brought before the Board for consideration and Christi indicated that would likely occur in June. Ryan requested that Christi be prepared to bring forth a readjustment, or revised, plan once it is known when the next school year will start. Christi unveiled a new enrollment spreadsheet. Christi provided an update on the lottery. Marsha and Judy provided UC updates and Cutia provided LC updates.

B. Academic Committee Report

A formal report was included in the agenda packet. Committee met last week.

C. Finance Committee Report

A formal report was included in the agenda packet. The GLOBE received a Payroll Protection Program (CARES Act) loan in the amount of \$1.3 million. The budget will not be

finalized until the funding formula is finalized by the state. Discussion was held regarding the purchase of a chiller for LC. The Facilities Committee previously approved the purchase.

Motion made by Ryan to approve the purchase for the replacement of a compressor for the chiller. Motion seconded by Luis. **Motion approved by all present.**

D. Facilities Committee Report

There was no formal report this month. Committee met briefly two weeks ago. Jerry reported that they are okay with providing upkeep of the buildings while they are vacant. Additional brainstorming completed on closing off the UC entrance. Darren provided a storyboard of ideas.

E. Development Committee Report

A formal report was included in the agenda packet. Meghann encouraged the Board members who have not done so already to consider contributing to the Annual Fund. The current Board participation rate is 33 percent.

F. Communications Committee Report

There was no formal report given this month. Jonathan provided a 30-day progress update. Held initial Zoom calls with Christi, Meghann and Kevin. Working on setting up a call with April of PTCC. Currently working on organizational chart and will be provided later. Survey sent out and so far, there are five responses. Will be hosting an interview for a prospective committee member this week.

G. Governance Committee Report

A formal report was included in the agenda packet. The next committee meeting will be held on May 13th.

H. Strategic Planning Committee Report

A formal report was included in the agenda packet.

I. Diversity Committee Report

A formal report was included in the agenda packet.

J. Executive Director Evaluation and Support Committee Report

There was no formal report this month. Weekly meetings with Christi have continued and scheduling the end-of-year review scheduled for June is the next action item.

VI. Executive Session

A. To discuss a legal matter

Motion made by Chip to move to executive session to discuss a legal matter. Motion seconded by Drew. **Motion approved by all present.** Moved to executive session at 8:42 p.m. Motion to leave executive session made by Aba. Motion seconded by Chip. **Motion approved by all present.** Returned from executive session and meeting called back to order at 9:03 p.m.

Motion made by Ryan to approve moving forward with the legal matter discussed in executive session. Motion seconded by Monique. **Motion approved by all present.**

VII. Closing Items

A. Adjourn Meeting

The next scheduled meeting is set for June 1, 2020 at 7 p.m.

M. Hudson made a motion to adjourn the meeting.
L. Pacheco 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 9:04 PM.

Respectfully Submitted,
K. Holder

Documents used during the meeting

- 2020.04.27 PTCC Report.pdf
- 2020.04.27 Executive Director's Report.pdf
- 2020.04.27 Academic Committee Report.pdf
- 2020.02.24 Finance Committee Report.pptx
- 2020.04.27 Development Committee_Report.pdf
- Globe Revised Bylaws 2018.pdf
- Summary of Proposed Changes to Globe Bylaws.pdf
- 2020.04.27 Strategic Planning Committee Report.pdf
- 2020.04.27 Diversity Committee Report.pdf

Cover Sheet

PTCC Report

Section: IV. PTCC Report
Item: A. PTCC Report
Purpose: FYI
Submitted by:
Related Material: 2020.06.01 PTCC Report.pdf



PTCC MONTHLY REPORT

June 1, 2020

PTCC Goals

- Increase PTCC Volunteerism
- Conduct Final Selection of 2020-2021 Spirit Wear Vendor
- Initiate 2020-2021 event planning in a potential virtual environment
- Enhance accessibility of PTCC events for all GLOBE families.

MONTHLY OVERVIEW

Congratulations to our New PTCC Leadership Team Members!

- Co-Chair: Laura Hancock
- Secretary: Kristeena Spivey
- Class PAC Leads: Ana Teixeira and Florence Cannon
- Open positions include: Facilities (1); Fundraising (1); GAP (1), Bookkeeper (1)

Teacher Appreciation Week

- Conducted a virtual Teacher Appreciation Week this year and gifted teachers and staff \$25 Target GC, \$75 Amazon GC, and videos/notes of love and support throughout the week

2019-2020 "An Evening Around the GLOBE" Auction

- Thank you to our auction team who lead a very successful virtual auction! We still have a few remaining items at our fire sale. Preliminary reported numbers are as follows:
 - \$73,030 Gross Revenue
 - Includes \$4,965 raised for Fund-A-Project (which will be for Classroom libraries)

Used Uniform/ Spirit Wear Update

- Currently have collected a lot of used uniforms for resale. Looking for opportunities to offer this services to our GLOBE community i.e. Back to School, Orientation, etc.
- Researching spirit wear vendors for the 2020-2021 school year and will have final vendor selected by mid-June
- New spirit wear offerings will be available this summer in preparation for back to school

Upcoming Events

- Would like to have insight on back to school COVID-19 protocols so that we can plan PTCC events appropriately
- Want to ensure that we can continue community building events and providing services to all
- Lower Campus GLOBE Mascot Mural
- Lower Campus sidewalk painted games/activities
- Lower & Upper Campus Teacher Lounge Renovation

Cover Sheet

Executive Director's Report

Section: V. Administration and Committee Reports
Item: A. Executive Director's Report
Purpose: Discuss
Submitted by:
Related Material: 2020.06.01 Executive Director's Report.pdf



Executive Director Report 6/1/20

Updates

Survey to Parents and Staff will be going out within the coming week. We are asking about this year from parents but also feedback on distance learning. We will use this data as one piece of information as we are planning for our re-entry.

Thank you to the parents that helped with the auction and 8th grade graduation. What a wonderful way to end the year. A big shout out to Judy Limor for all the logistics for graduation and Marsha and Cutia for organizing the drive bye for our community; it was just as needed for staff as it was for parents and students.

Even though the strategic plan as a whole is on hold, we are using the progress we made especially in the area of the Vision of Teaching Excellence as we move into the summer for our staff with Professional Development.

School Lunch/Charge Policy

Briana Caddell

Enrollment

Spreadsheet for enrollment data - Where we ended for the year.

Enrollment estimates for 20/21 school year:

K	144	# 31 on K list
1	144	#7 on 1st waitlist
2	144	#2 Spanish, #1 French, --/Mandarin)
3	144	--/Spanish, #3French, #2Mandarin
4	124	#1/Spanish, #1 French, #1 Mandarin
5	108	
6	96	#20 on 6th grade
7	95	
8	91	
Total	1090	

--	--	--

Cover Sheet

Finance Committee Report

Section: V. Administration and Committee Reports
Item: C. Finance Committee Report
Purpose: Discuss
Submitted by:
Related Material: 2020.06.01 Finance Committee Report.pptx

The Globe Academy – Finance Committee - Agenda

Item	Purpose
Financial Statements – FY2020	FYI
FY2021 (No) Budget timeline and Monthly Spending Resolutions process	FYI

The Globe Academy – Finance Committee – Financial Statements

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		\$9,116	\$11,177	23%	\$10,225	\$952 9%
Expenses		\$8,051	\$9,440	17%	\$8,883	-\$555 -6%
Instruction		\$4,924	\$5,669	15%	\$5,721	\$52 1%
Pupil Services		\$287	\$368	28%	\$392	\$24 6%
Training and Improvement		\$126	\$153	22%	\$155	\$2 1%
General Administration		\$217	\$390	80%	\$240	-\$150 -62%
School Administration		\$816	\$918	13%	\$1,010	\$92 9%
Support Services-Business		\$236	\$256	9%	\$244	-\$12 -5%
Maint & Oper-Plant Services		\$772	\$969	26%	\$460	-\$509 -111%
Fundraising Activities-		\$14	\$16	17%	\$13	-\$3 -23%
School Nutrition Program		\$63	\$116	83%	\$77	-\$39 -50%
ASP Operations		\$466	\$469	1%	\$357	-\$113 -32%
Debt Services		\$131	\$113	-14%	\$213	\$99 47%
Total Other Income		\$2	\$16	893%	\$0	\$16 0%
Total Other Expenses		\$0	\$0	-100%	\$0	\$0 0%
Net Income		\$1,066	\$1,753	64%	\$1,343	\$410 31%
Cash Balance		\$4,239	\$6,264	48%		
Fund Balance		\$2,339	\$3,653	56%		

The Globe Academy – Finance Committee – Financial Statements

Globe Academy Financial Statement FY 2020

(Figures per average enrolled student)

	Previous YTD	Current YTD	Budget Y/Y	Budget YTD	Δ	Current - Budget %
Revenues		\$10,174	\$11,244	11%	\$10,287	\$957 9%
Expenses		\$8,986	\$9,497	6%	\$8,936	-\$559 -6%
Instruction		\$5,495	\$5,703	4%	\$5,755	\$52 1%
Pupil Services		\$321	\$370	16%	\$395	\$24 6%
Training and Improvement		\$140	\$154	10%	\$156	\$2 1%
General Administration		\$242	\$393	62%	\$242	-\$151 -62%
School Administration		\$910	\$924	1%	\$1,016	\$92 9%
Support Services-Business		\$263	\$258	-2%	\$246	-\$12 -5%
Maint & Oper-Plant Services		\$862	\$975	13%	\$463	-\$512 -111%
Support Services-Central		\$0	\$0	0%	\$0	\$0 0%
Fundraising Activities-		\$16	\$17	5%	\$13	-\$3 -23%
School Nutrition Program		\$71	\$117	65%	\$77	-\$39 -50%
ASP Operations		\$520	\$472	-9%	\$359	-\$113 -32%
Debt Services		\$147	\$114	-22%	\$214	\$100 47%
Total Other Income		\$2	\$16	795%	\$0	\$16 0%
Total Other Expenses		\$0	\$0	-100%	\$0	\$0 0%
Net Income		\$1,190	\$1,763	48%	\$1,351	\$413 31%

Notes:

Average students YTD = 994 ; Average students PYTD = 896

The Globe Academy – Finance Committee – FY2021 Budget Timeline

- We have received guidelines from the GCSA that **the FY2021 Budget finalization has to be postponed until the funding information is released by the state.** Also, the Georgia Department of Education is unable to waive state law provisions for public meetings to approve budgets. Therefore, **the GaDOE does not expect charter schools to adopt an FY21 budget until it is safe for the required budget meetings to take place.**
- However, State and locally-authorized charter **schools may pass a spending resolution for each month in FY21 until a balanced budget is adopted.**
- Given the current uncertainties (Funding level and the date of releasing it as well as DCSD Finance’s leadership changes) **The Globe Academy Finance Committee along School’s leadership has decided to postpone releasing its formal FY2021 Budget until the funding information is released by the state and county and pass bi-monthly spending resolutions.**
- The Bi-monthly spending resolutions will be presented to the board in the next BOD meeting and they would include July and August
- It is our hope that the Funding information gets released at the end of July so that we can make the needed adjustments (if any) to the FY2021 Budget and present it to the public

Cover Sheet

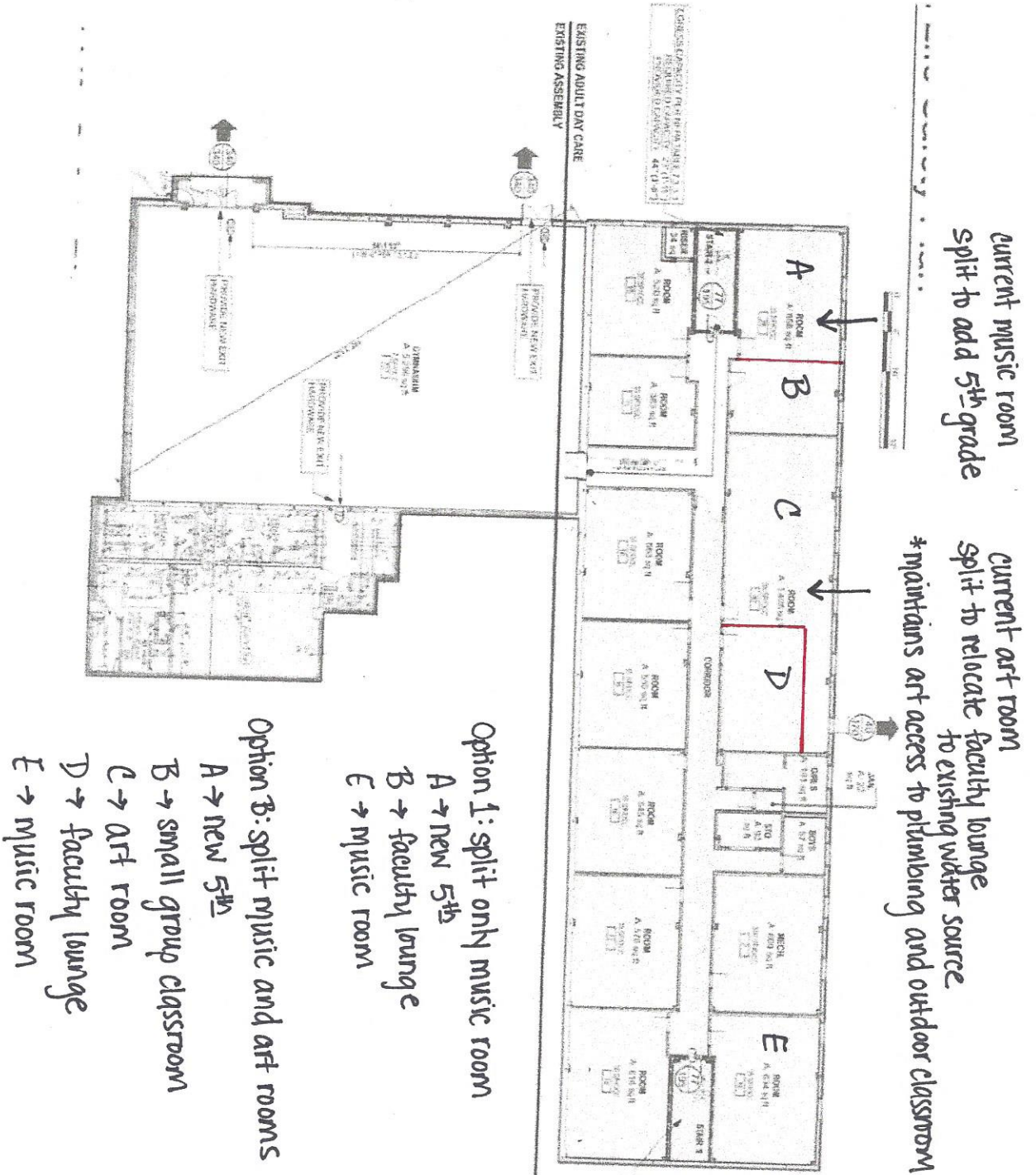
Facilities Committee Report

Section: V. Administration and Committee Reports
Item: D. Facilities Committee Report
Purpose: Discuss
Submitted by:
Related Material: 2020.05.14 Facilities Committee Meeting Minutes.pdf
Upper Campus Ground Floor Renovation - Summer 2020.pdf



**The GLOBE Academy Facilities Committee
Meeting Minutes
May 14, 2020**

- I. Opening Items
 - a. Attendees: Christi Elliott-Earby, Jerry Ross, Judy Limor, Ryan Hudak, Darren Fagan, James Minderhout
 - b. Meeting called to order at 6:34
- II. Facilities
 - a. Upper Campus Fence to Secure entryway
 - i. The committee reviewed five different design concepts to connect the main building and the cafeteria/auditorium. There was consensus that a storefront system framed by matching brick would supply the best balance of security and aesthetics for the project.
 - ii. Jerry is reaching out to contractors for bids.
 - b. Upper Campus Art & Music Room Renovations
 - i. Jerry secured three quotes to conduct minor renovations of the Art Room and Music room.
 - ii. The current music room will be split to create a full-sized classroom for 5th grade, and a smaller classroom for small group instruction. The current Art room will be split to add a Teacher's Lounge.
 - iii. Renovations are minimal and will be conducted over the summer.
- III. Closing Items
 - a. Meeting adjourned at 7:28.



ground floor

PLUMBING REQUIREMENTS

FOR THE PROPOSED EXISTING COLLEGE/UNIVERSITY AND FOR EDUCATION RECONSTRUCTION

Project: College/University for Education Reconstruction

Room Level: 200

Room Area: 200

Room Type: 012

SIU Approved by: 2-28-2020 Department: 200/011

Item	Quantity	Unit	Notes
Water	1	1/2"	
Gas	1	1/2"	
Water	1	1/2"	
Gas	1	1/2"	
Water	1	1/2"	
Gas	1	1/2"	

SIU Approved by: 2-28-2020 Department: 200/011

Cover Sheet

Development Committee Report

Section: V. Administration and Committee Reports
Item: E. Development Committee Report
Purpose: Discuss
Submitted by:
Related Material: 2020.06.01 Development Committee Report.pdf



The GLOBE Academy

Development Committee Report

1 June 2020

Committee Chair: Meghann Adams

Report Type: Update

Updates:

- 1. Operational Budget/Fundraising Goals (through 4/30/20)**
 - a. 2019-2020 Fundraising Goal: \$250,000; 2% of operating budget
 - b. Annual Fund: \$93,300 received to date
 - c. GLOBE Trot: \$136,100
 - d. GLOBE Rocks: \$9,700
 - e. Total raised to date: \$239,200; 95% of fundraising goal

- 2. Fund Development Plan**
 - a. Relationship-building strategies
 - b. Solicitation strategies
 - c. Measures
 - d. Timeframes
 - e. Assignments of accountability
 - f. Process for monitoring progress and evaluating effectiveness

- 3. Donor Relations**
 - a. Finishing up donor thank you letters – email out in June
 - b. Updating website support pages – add new list of Leadership and Advocate Circles
 - c. Working on laying out donor recognition monitors – will begin with 20-21 giving
 - d. Sponsorship/partnership packets

- 4. Database Management**
 - a. Bloomerang – basic and custom option
 - b. Megan Brown helping with database cleanup
 - c. Comparing costs/services with other vendors

- 5. Grants**
 - a. Katrice to help with management
 - b. Committee to provide support and research prospects

- 6. Next Development Committee Meeting via Zoom: Tuesday, June 16, 2020 @ 7:30 pm**

End of Report

Cover Sheet

Communications Committee Report

Section: V. Administration and Committee Reports
Item: F. Communications Committee Report
Purpose: Discuss
Submitted by:
Related Material: 2020.06.01 Communications Committee Report.pdf



The GLOBE Academy

Communications Committee Report

1 June 2020

Committee Chair: Jonathan Clues

Report Type: Update

Updates:

1. Started to build the Communication Committee, added new Committee Members:
 - Leigh Long
 - Katrice Mines
2. Continued to meet key stakeholders as part of the discovery and gained more valuable insights into the areas of opportunity for the Communication Committee
 - PTCC - April
 - Board Chair - Sharon
 - Parent – Robyn Brandman
3. Looked to establish the role of the Communication Committee as it pertains to school communication vs. board communication with conversation with Ryan Hudak.
4. Identified the first areas to work on our Board Communications, to increase transparency to the community as to the Boards activities, positions, projects etc. Also working to create a communication 'standard'.
5. Putting together a plan on how best to achieve increased information flow.

End of Report