

APPROVED



## The GLOBE Academy

# Minutes

## Board of Directors Meeting

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### Date and Time

Saturday April 27, 2019 at 8:00 AM

### 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.

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### Directors Present

A. Patel, C. White, J. Archila, K. Monroe (remote), M. Hudson, R. Hudak, S. Camara, S. Moore

### Directors Absent

W. Acree

### Guests Present

A. Fields, C. Elliott-Earby, K. Angel, K. Holder, Phil Andrews, Robyn Brandman

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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 Saturday Apr 27, 2019 at 8:05 AM.

### **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 the delay in the strategic plan process and the lack of communication on the current status of the process.

## **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 Board of Directors Meeting on 03-25-19 Board of Directors Meeting on 03-25-19.

R. Hudak 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. April mentioned the lack of interest thus far in filling certain PTCC roles.

## **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. Due to testing, the committee did not meet this month.

### **C. Finance Committee Report**

There was no formal report this month. The committee met earlier this week. The committee received two proposals from auditing vendors. The current auditor submitted a slightly lower bid than the competing bid. A discussion was held regarding the contract for the auditor and possible policy regarding the length of time upon which The GLOBE

would work with the same auditor. Chip stated that he will speak with the auditor to re-work his proposal so it spans only two years and not five years. In addition, Chip said that he will engage with the Finance Committee to discuss the best practice of hiring an auditor, particularly the length of time in which to work with the same auditor.

**D. Facilities Committee Report**

A formal report was included in the agenda packet.

Monique made a motion to approve the notice to proceed with the UC project. Motion seconded by Chip. Motion approved by all present.

Monique made a motion to approve the execution of the contract for the UC project so long as the contract does not exceed \$1,002,000. Motion seconded by Stacey. Motion approved by all present.

**E. Development Committee Report**

There was no formal report this month. Meghann was unable to attend the meeting, due to a death in her family.

**F. Communications Committee Report**

There was no formal report this month. Anita stated that she will reach out to those who have expressed interest in joining the committee.

**G. Governance Committee Report**

There was no formal report this month. Karen spoke about best practices to be included in the employee handbook in the following areas: background checks, conflict of interest, grievance, sexual discrimination/harassment/misconduct, smoke-free school zone, workplace violence, weapons, professional development, paid time off, benefits, accidents or incidents in the workplace and job descriptions. The draft version of the employee handbook is available for review by the Board on BoardOnTrack. Stacey said that Christi and her team will be able to review the changes to the employee handbook and offer their feedback. Stacey noted that the proposed changes to the bylaws will be put before the Board for consideration at the next regularly scheduled 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 is waiting on the strategic plan "regrouping" meeting to proceed forward with their role in the process, particularly as it relates to equity issues.

**J.**

### **Head of School Evaluation and Support Committee Report**

There was no formal report this month. Ryan stated that he met with Christi to discuss work structure.

### **VI. Closing Items**

#### **A. Adjourn Meeting**

The next scheduled meeting will be held on Monday, June 3, 2019 at 7 p.m. at Upper Campus.

M. Hudson 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 9:14 AM.

Respectfully Submitted,

K. Holder