



State Charter Schools Foundation of Georgia

SCSF Monthly Executive Committee Meeting

Published on July 17, 2023 at 5:01 PM EDT

Date and Time

Tuesday July 18, 2023 at 12:00 PM EDT

Location

Join Zoom Meeting

<https://us06web.zoom.us/j/85677077619?pwd=NXV4SVBESWNhSzV4c3d5RkVkcTMvUT09>

Meeting ID: 856 7707 7619

Passcode: 458092

One tap mobile

+13126266799,,85677077619#,,,,*458092# US (Chicago)

+16469313860,,85677077619#,,,,*458092# US

Dial by your location

• +1 312 626 6799 US (Chicago)

• +1 646 931 3860 US

• +1 929 205 6099 US (New York)

Meeting ID: 856 7707 7619

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Find your local number: <https://us06web.zoom.us/j/85677077619>

Agenda

	Purpose	Presenter	Time
I. Opening Items			12:00 PM
A. Record Attendance		Fadzai Konteh	1 m
B. Call the Meeting to Order		Adria Welcher	
C. Approve Minutes	Approve Minutes	Adria Welcher	1 m
Approve minutes for SCSF Monthly Executive Committee Meeting on April 18, 2023.			
Approve minutes for SCSF Monthly Executive Committee Meeting on April 18, 2023			
II. Governance			12:02 PM
A. Approve FY24 Board Meeting and Executive Committee Meeting Dates	Vote	Fadzai Konteh	5 m
Board Meetings are held quarterly and in person, unless otherwise determined by the board. Meetings begin at 12:00 p.m.			
Thursday			
October 12			
January 11			
April 11			
Executive Committee meetings are held monthly via Zoom, unless otherwise determined by the Executive Committee. Meetings begin at 12:00 p.m.			
Tuesday			
August 15			
September 19			
October 17			
November 21			
December 5			
January 16			
February 20			
March 19			
April 16			
May 21			
June 18			

	Purpose	Presenter	Time
III. Financial Report			12:07 PM
A. Presentation of FY2023 Financial Reports	FYI	Joanne Louis	10 m
<p>These preliminary year-end financial reports will be reviewed further and adjustments may be needed. Audit activities will begin before the end of the month.</p>			
B. Approval of FY2024 Budget	Vote	Fadzai Konteh	10 m
<p>Since we are starting CSP activities late for Year 1, we will attempt to expend Year 1 funds throughout FY2024 with additional opportunities for technical assistance and subgrants as we are able.</p> <p>As a reminder, our fiscal year is July-June, and the federal fiscal year is October-September. Our federal grants are on the federal fiscal year.</p>			
IV. Contracts & Grant Awards			12:27 PM
A. Approve Contracts for CSP Technical Assistance Providers	Vote	Adria Welcher	10 m
<p>SCSF staff are proposing sole source contracts with the following nonprofit entities:</p> <ul style="list-style-type: none"> • Bellwether - \$160,000 • Georgia Charter Schools Association - \$160,000 • Lead with Excellence - \$135,000 			
B. Approve Contract with SCSC for Operational Support	Vote	Adria Welcher	5 m
<p>The SCSC provides operational support for the SCSF through an annual contract and employment of the President & CEO. The FY2024 contract is for \$132,500, payable upon providing required deliverables.</p> <p>Staff have reviewed the contract and recommend that the Executive Committee approve the Board Chair to enter into this contract.</p>			
C. Update on GEER II Subgrants	Discuss	Michele Neely	10 m
<p>SCSF staff is reviewing the progress of all subgrantees. After July 24th, recommendations will be made for any subgrant award modifications.</p> <p>Three subgrantees have not yet made requests for funds.</p>			

Purpose Presenter Time

V. Programs & Initiatives **12:52 PM**

A. President's Report Discuss Michele Neely 10 m

Operations

- Welcome to new employee, Molly Gassman, Program Coordinator on July 24th.
- Official welcome to Annie Chen, who became the full-time Director of Operations on July 1st.
- The SCSF team moved into the new cowork space. New address: 2475 Northwinds Pkwy, Suite 200, Alpharetta, GA 30009 - office 230 New phone: 770-753-6464
- Migrated to new, upgraded QuickBooks with payroll and set up employer accounts, including health reimbursement plan and workers compensation insurance.
- Converting from Google Workspace to full Microsoft 365 environment and taking over all file storage from SCSC.
- Acquired new grantmaking software, WizeHive, that will be used for all programs from application to payments to monitoring. In the process of implementation.
- Purchased two laptops; returning tech equipment to SCSC.

Federal Grants

- CSP budget, logic model, and program objectives approved. Submitting Request for Applications for approval
- Michele and Annie attending CSP Project Directors meeting in D.C. this week.
- Carefully monitoring GEER II expenditures and preparing for budget amendment request and possible additional/reallocated subgrants. Expecting around \$1 million of subgrant payment requests in July.
- Charter School 101 session to be held on July 27th at Serendipity Labs in Alpharetta.

Other Programs

- Book vending machines being delivered; ribbon cuttings to be scheduled in August.
- Secured donation of classroom set of Walking Classroom for Amana West through partnership with Alliance for a Healthier Generation.

VI. Closing Items **1:02 PM**

	Purpose	Presenter	Time
A. Adjourn Meeting	FYI	Adria Welcher	