DRAFT

The Meliora School

Minutes

Board Meeting

Date and Time
Tuesday October 20, 2026 at 7:00 PM

Location
1400 Dogwood Rd
Snellville GA 30078

Directors Present
A. Guilbeaux, B. Grandison (remote), J. Brown, K. Jean-Charles (remote), K. Jones, M. Smith, N. Williams, O. Mair, Y. Robinson

Directors Absent
L. Hollon, L. Hooda

Guests Present
B. Clay (remote), C. Keck

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

N. Williams called a meeting of the board of directors of The Meliora School to order on Tuesday Oct 20, 2026 at 7:02 PM.

C. Approve Agenda

N. Williams made a motion to Approve the October 20 meeting agenda.
A. Guilbeaux seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

K. Jean-Charles	Aye
K. Jones	Aye
O. Mair	Aye
J. Brown	Aye
L. Hooda	Absent
N. Williams	Aye
M. Smith	Aye
L. Hollon	Absent
Y. Robinson	Aye
A. Guilbeaux	Aye
B. Grandison	Aye

D. Approve Minutes from Previous Meeting

N. Williams made a motion to Approve the Meeting Minutes Board Meeting on 09-08-26.
M. Smith seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

K. Jones	Aye
N. Williams	Aye
Y. Robinson	Aye
M. Smith	Aye
O. Mair	Aye
K. Jean-Charles	Aye
L. Hooda	Absent
L. Hollon	Absent
B. Grandison	Aye
J. Brown	Aye
A. Guilbeaux	Aye

II. Head of School Update

A. Executive Brief

Dr. Keck reported total enrollment of 120 students. Students have returned from Fall Break. Conducted mastery learning assessments. Completed preliminary FTE report.

On September 4, families receives learners' first Personalized Learning Plans. First learner progress reports distributed during first parent-teacher conferences on October 8 and 9. NWEA formative assessment conducted; next assessment window in mid-November.

Completed school safety and emergency operations plan. In the process of securing a suitable long-term facility.

III. Finance Committee - Financial Governance

A. 26/27 Budget Approval - Vote

N. Williams made a motion to Approve the AY 2026-27 Meliora School Budget.
Y. Robinson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
K. Jones	Aye
L. Hollon	Absent
Y. Robinson	Aye
L. Hooda	Absent
N. Williams	Aye
M. Smith	Aye
A. Guilbeaux	Aye
K. Jean-Charles	Aye
O. Mair	Aye
J. Brown	Aye
B. Grandison	Aye

B. August 2026 Budget Close (Vertex)

Fractional CFO reported August 2026 financial issues, including cash on hand and revenue and expense projections for AY 2026-27.

IV. Board Committee Updates

A. Executive Committee Update

N. Williams shared a document on School Board Resources. Document includes mission-specific goals and the description of how the State Charter School Commission will assess The Meliora School.

N. Williams and O. Nair met with Dr. Keck regarding Head of School Evaluation expectations and timeline.

Board members reviewed the LEA document for October 2026. Committee chairs will update progress on the spreadsheet for September and October.

Board members reviewed the Policy Tracker. Priority status added for each policy.

N. Williams announced required Charter School Board meetings.

B. Governance Committee Update

M. Smith made a motion to Approve the Protect Students First Act Board Policy.
A. Guilbeaux seconded the motion.
Vice Chair will review and correct reference for complainant appeals process, e.g., goes to state commission, not state board.
The board **VOTED** to approve the motion.

Roll Call

A. Guilbeaux	Aye
N. Williams	Aye
K. Jean-Charles	Aye
O. Mair	Aye
K. Jones	Aye
B. Grandison	Aye
M. Smith	Aye
L. Hooda	Absent
L. Hollon	Absent
Y. Robinson	Aye
J. Brown	Aye

O. Mair made a motion to Approve the Drug-Free Schools & Communities Board Policy.
B. Grandison seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

J. Brown	Aye
A. Guilbeaux	Aye
L. Hollon	Absent
Y. Robinson	Aye
O. Mair	Aye
K. Jones	Aye
B. Grandison	Aye
L. Hooda	Absent
M. Smith	Aye
K. Jean-Charles	Aye
N. Williams	Aye

K. Jean-Charles made a motion to Approve the Leader Administrator Authority & Evaluation Board Policy.
J. Brown seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

B. Grandison	Aye

Roll Call

L. Hooda	Absent
L. Hollon	Absent
Y. Robinson	Aye
A. Guilbeaux	Aye
M. Smith	Aye
K. Jones	Aye
O. Mair	Aye
J. Brown	Aye
N. Williams	Aye
K. Jean-Charles	Aye

N. Williams made a motion to Approve the Administrative Policy & Procedure Oversight Board Policy.

A. Guilbeaux seconded the motion.

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

Roll Call

L. Hooda	Absent
Y. Robinson	Aye
N. Williams	Aye
K. Jones	Aye
O. Mair	Aye
K. Jean-Charles	Aye
J. Brown	Aye
B. Grandison	Aye
A. Guilbeaux	Aye
M. Smith	Aye
L. Hollon	Absent

N. Williams made a motion to Approve the Non-Discrimination Board Policy.

Y. Robinson seconded the motion.

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

Roll Call

K. Jones	Aye
M. Smith	Aye
L. Hooda	Absent
K. Jean-Charles	Aye
A. Guilbeaux	Aye
O. Mair	Aye
B. Grandison	Aye
J. Brown	Aye
L. Hollon	Absent
N. Williams	Aye
Y. Robinson	Aye

O. Mair made a motion to Approve the Board Member Code of Ethics Board Policy.

A. Guilbeaux seconded the motion.

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

Roll Call

K. Jones	Aye
A. Guilbeaux	Aye
L. Hollon	Absent
K. Jean-Charles	Aye
L. Hooda	Absent
N. Williams	Aye
Y. Robinson	Aye
B. Grandison	Aye
J. Brown	Aye
M. Smith	Aye
O. Mair	Aye

C. Academic Committee Update

No committee updates.

D. Operations Committee Update

K. Jones made a motion to Approve the Opioid Antagonist Board Policy.
N. Williams seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

K. Jones	Aye
A. Guilbeaux	Aye
L. Hooda	Absent
Y. Robinson	Aye
L. Hollon	Absent
N. Williams	Aye
O. Mair	Aye
M. Smith	Aye
B. Grandison	Aye
J. Brown	Aye
K. Jean-Charles	Aye

E. Community Engagement Committee Update

Saturday November 7, 2026 (10 AM-3 PM): Parkview Days
November 17, 2026 (5-9 PM): Meliora School Skate Night
Discussed school communications plan: platform push notifications and email correspondences.

V. Public Comment Period

A. Public Comments

No parent and community stakeholders signed up for public comment

VI. Closing Items

A. Next Board Meeting Date: 11/10/2026

Members discussed meeting times and resolved to move start times to 6:00 PM on Full Board meeting days.
N. Williams made a motion to Move the start times to 6:00 PM for Full Board meeting days.
B. Grandison seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
N. Williams	Aye
B. Grandison	Aye
L. Hollon	Absent
K. Jones	Aye
O. Mair	Aye
M. Smith	Aye
Y. Robinson	Aye
J. Brown	Aye
L. Hooda	Absent
K. Jean-Charles	Aye
A. Guilbeaux	Aye

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:50 PM.

Respectfully Submitted,
N. Williams