The Main Street Academy

Governing Board Meeting

Date and Time

Tuesday July 30, 2024 at 6:00 PM EDT

Location

The Main Street Academy
2861 Lakeshore Drive
College Park, GA 30337

Agenda

		Purpose	Presenter	Time
I.	**Opening Items**			**6:00 PM**
A.	Record Attendance		Kenya Morris	1 m
B.	Call the Meeting to Order		Chanel Recasner	1 m
C.	Approval of the Agenda		Chanel Recasner	1 m
D.	Approve Minutes from 5.28.24 Governing Board Meeting	Approve Minutes	Chanel Recasner	1 m
E.	Approve Minutes from 6.29.24 Governing Board Retreat	Approve Minutes	Chanel Recasner	1 m

		Purpose	Presenter	Time
F.	Public Comment		Chanel Recasner	10 m

- Public comment opportunities are available for the TMSA Governing Board to hear from interested members of the community.
- Board members do not provide responses or engage in direct conversation during public comment.
- Public comments are meant to be school specific/overall student body-centered, civil, respectful, issues-oriented, factual, and free from individual personal attacks of any sort.

II. Committee Reports — 6:15 PM

A.	Present and Approve the May 2024 Financial Report Presented by John Stiffler, CFO	Vote	Shameka Smith	5 m
B.	Present and Approve the June 2024 Financial Report Presented by John Stiffler, CFO	Vote	Shameka Smith	5 m
C.	Present and Approve the 2024-2025 Tentative TMSA Budget	Vote	Dr. Chaddrick Owes	15 m
D.	Governance Committee	Discuss	Tangi Bush, Esq.	10 m
E.	Academic and School Performance Committee	Discuss	Lisa Bentley-Whieldon	10 m

III. Staff Reports — 7:00 PM

A.	Executive Director's Report	FYI	Dr. Chaddrick Owes	20 m
B.	Principal's Report	FYI	Keyona Revere	20 m

IV. President's Report — 7:40 PM

A.	Updates from the Governing Board Chair	FYI	Chanel Recasner	5 m

V. Unfinished Business

		Purpose	Presenter	Time
VI.	**New Business**			**7:45 PM**
A.	Working Session-Review and Update Governing Board Policy Manual We will spend the last 30 minutes of the board meeting in a working session to update the policy manual.	Discuss	Tangi Bush	30 m
VII.	**Closing Items**			**8:15 PM**
A.	Adjourn Meeting		Chanel Recasner	1 m

Coversheet

Approve Minutes from 5.28.24 Governing Board Meeting

Section:	I. Opening Items
Item:	D. Approve Minutes from 5.28.24 Governing Board Meeting
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for Governing Board Meeting on May 28, 2024

APPROVED

The Main Street Academy

Minutes

Governing Board Meeting

Date and Time
Tuesday May 28, 2024 at 6:00 PM

Location
The Main Street Academy
2861 Lakeshore Drive
College Park, GA 30337

Directors Present
Chanel Recasner, Damion Dunn (remote), Kanetha Stephens, Kenya Morris, Lisa Bentley-Whieldon, Nkiruka Onyia, Shameka Smith, Tangi Bush, Esq. (remote), Tangie Warrior

Directors Absent
Michael Glanton

Ex Officio Members Present
Dr. Chad Owes

Non Voting Members Present
Dr. Chad Owes

Guests Present
John Stiffler (remote), Richara Hughley

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Chanel Recasner called a meeting of the board of directors of The Main Street Academy to order on Tuesday May 28, 2024 at 6:07 PM.

C. Approval of the Agenda

Motion to approve agenda submitted by Chanel Recasner.
Lisa Bentley-Whieldon seconded the motion.
The board **VOTED** to approve the motion.

D. Approve Minutes

Chanel Recasner made a motion to approve the minutes from Governing Board Meeting on 04-30-24.
Shameka Smith seconded the motion.
The board **VOTED** to approve the motion.

E. Public Comment

No public comments received online, in person or via email.

II. April 2024 Financial Report

A. Present and approve the April 2024 Financial Report

April 2024 Financial Report presented by John Stiffler, CFO.

- Strong trends continue. Overall, Administration is spending wisely.
- Negative expenses in Title IA due to receiving grants that offset expenses.
- Challenges - None at this time. All looks good.
- Recommendations - Continue to plan for needed repairs and schedule out cost estimates.
- Financial Statements:
    - Monthly Income is $925,960; Budget was $990,939
    - Monthly Expense is $789,397; Budget was $971,826
    - Monthly Surplus is $136,563; Budget surplus was $19,113
- Budget:
    - Budget for April was $19,113, actual is $136,563, this is a surplus of $117,450.
    - Budget for FYTD was $166,931, actual is $780,757. This is a surplus of $613,825.
- Cash Flow:
    - 80 days of cash on hand

- Financial and Audit Training continues per recommendation from our auditors and to stay in the loop with Fulton County requirements.

Shameka Smith made a motion to approve the April 2024 TMSA Financial Report as presented by the CFO, John Stiffler.
Lisa Bentley-Whieldon seconded the motion.
The board **VOTED** to approve the motion.

III. Staff Reports

A. Executive Director's Report

Dr. Owes presented his Executive Director's Report. The following topics were covered:

- Propose 2024-2025 Board Meeting Calendar; requested board approval.
- TMSA received STEM Certification and Cognia Accreditation. The schooled added two Nigerian Dwarf goats to celebrate this milestone.
- Fundraising:
  - Reminder for the board to identify fundraising commitments and efforts for the 2024-2025 school year.
  - Action Required: Documented Fundraising Plan - will likely be requested for review during charter renewal.
- Human Resources & Staffing presentation by Richara Hughley
- Employee Health Insurance & Benefits Renewal presentation and Q&A by the school's insurance Broker.
- Admin Team is continuing interviewing and recruitment efforts for the 2024- 2025 School Year.
- Several Summer facilities projects:
  - painting classrooms & common areas, laying sod/grass in the gym courtyard, electrical updates as recommended by Insurance Company, and outdoor electrical updates by College Park.

Shameka Smith made a motion to approve the 2024-2025 Governing Board Meeting Schedule with the noted updates.
Tangie Warrior seconded the motion.

- Should be 5/27/25
- June meeting will be replaced with a Board Retreat (date TBD)

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

IV. President's Report

A.

Updates from the Governing Board Chair

Updates for Mrs. Recasner:

- Board Retreat
  - Scheduled for June 29th (9am to 1pm)
  - Location to be determined. Open to location recommendations. Do not want to meet on campus.
  - Pending agenda includes the following topics:
    - Sunshine Law presentation from our attorney.
    - Recharter expectations. Reached out to our consultant.
    - Finalize updates to the Board Policy manual.
    - Officer and Committee chair elections.
    - Possible financial training (pending); Shameka to provide a Q&A document.
    - Review Board Assessment results and areas of improvement.
    - Board and Committe Goals
    - Fundraising
    - Open to other ideas from others
  - Everyone is asked to spend time reviewing the shared document (Policy Manual) and add comments by June 22nd to save time during the retreat.
  - Everyone is asked to send in their officer and committee chair nominations by June 22nd. Will send the ballot out via email on June 24th for those that aren't able to attend the retreat.

V. Unfinished Business

A. Finalize and Approve Bylaws of TMSA, Inc.

Shameka Smith made a motion to approve the TMSA Bylaw's with the recent updates and edits.
Nkiruka Onyia seconded the motion.
The board **VOTED** to approve the motion.

VI. New Business

A. Working Session-Review and Update Governing Board Policy Manual

Will table this agenda until the Board Retreat. Board members should review and complete by June 22nd. Mrs. Recasner will share the link to the working document to all board members again via email.

VII. Closing Items

A.

Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:31 PM.

Respectfully Submitted,
Chanel Recasner

Documents used during the meeting

- April 2024 TMSA Financial Snap Shot.pdf
- TMSA ED Board Presentation 5-28-24.pdf

Coversheet

Approve Minutes from 6.29.24 Governing Board Retreat

Section:	I. Opening Items
Item:	E. Approve Minutes from 6.29.24 Governing Board Retreat
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for TMSA Governing Board Retreat on June 29, 2024

APPROVED

The Main Street Academy

Minutes

TMSA Governing Board Retreat

Date and Time
Saturday June 29, 2024 at 9:00 AM

Location
Renaissance Atlanta Airport Gateway Hotel
2081 Convention Center Concourse
Atlanta, Georgia 30337
Telephone: (470) 306-0100

Directors Present
Chanel Recasner, Damion Dunn, Kanetha Stephens, Kenya Morris, Lisa Bentley-Whieldon, Michael Glanton, Nkiruka Onyia, Shameka Smith, Tangi Bush, Esq., Tangie Warrior

Directors Absent
None

Ex Officio Members Present
Dr. Chad Owes, Keyona Revere

Non Voting Members Present
Dr. Chad Owes, Keyona Revere

I. Opening Items

A.

Call the Meeting to Order

Chanel Recasner called a meeting to order on Saturday Jun 29, 2024 at 9:15 AM.

B. Welcome, Retreat Framing and Purpose, and Ice Breaker

- Welcome and review of the agenda - Chanel Recasner
- Icebreaker lead by Shameka Smith

Chanel Recasner made a motion to approve the agenda as published.
Lisa Bentley-Whieldon seconded the motion.
The team **VOTED** to approve the motion.

C. Reflections on the 2023-2024 School Year and Future plans

- Highlights/End of the Year Activities
  - GMSA Test Prep
  - Teacher Appreciation
  - Field Day & Spring Fling
- Academica Data
  - MAP Data (Sept 2023 vs May 2024)
  - GMAS Data cannot be shared publicly at this time
- 2024-2025 Academic Year
  - Student Performance focused
  - Staff Focused
  - Resources

D. Break

5-minute break

E. Sunshine Laws/Open Meeting Laws presentation and Q&A

Presented by Christopher E. Adams

- Open Meetings Hypo
- Is It a Meeting?
  - Gathering - In person, Phone or Virtual in certain circumstances, Not email communication
  - Quorum - Defined by bylaws (typically majority). Directors permissibly calling in do not count toward quorum.
  - Formulated, presented, discussed, or voted upon.
- What is not a meeting?
  - Inspecting facilities or property with no votes
  - Seminars or training
  - Meeting with gov't officials
  - Traveling to a meeting

    - Attending social, ceremonial, civic or religious events.
- It's a Meeting, So What?
    - Required Notice - Time, place, date, Website, sign at the location, and posted at least one week in advance
    - Non-regular meeting - Change the regular meeting time (24-hour notice and you must notify the legal organ - South Fulton Neighbor).
    - Special Circumstances Meeting - Can hold it less than 24-hour notices. Examples include public health and preservation on the property. Notice of meeting *as is reasonable under the circumstances.* Reason for meeting withing 24 hours and nature of notice must be in the minutes.
- Virtual Meetings
    - Emergency Conditions - Public Safety or the preservation of property or public services.
    - Individuals Participating Virtually - (1) Health or absence from the jurisdiction and (2) only twice in a calendar year unless medical opinion.
    - Directors on phone do not count toward quorum. But can fully participate and vote.
- Agenda
    - All matters expected to be addressed at meeting
    - Must be made available upon request and at meeting site as far in advance as reasonably possible (on website)
    - Items not on agenda which become "necessary to address" during meeting may be addressed.
- Summary and Minutes
    - Within 2 business days (summary of action items -draft minutes will suffice)
    - By next regular meeting: regular approved minutes, which must include: members present, description of each motion, person making and seconding motion, record of votes,
- Executive Session
    - To discuss with counsel *pending or potential* litigation, settlement, claims, or other judicial actions. Threat of litigation must be real (demand letter, previous existing litigation over other claims, engaged counsel).
    - Discuss or vote on authorizing negations to purchase/dispose of/lease property
    - Discuss hiring, compensation, evaluation. or disciplinary action for specific employee
        - But NOT: to receive "evidence or hear argument on personnel matter
        - Vote must be public
    - Interview applicant to be executive head of a department
    - Discuss records exempt from disclosure
    - Votes must be in public session
    - Majority of quorum to go into executive session
- Open Records
    - Who must the request go to?

- Any employee, officer, director, or agent of the public agency
- School can designate a custodian of records

◦ What must the request say?
◦ What can be requested?

F. Break

5-minute break

G. TMSA Recharter Expectations and Preparation Needs

Presented by Dr. Thomas Van Soelen

- Shared and reviewed the petition submission timeline for 2024-2025.

H. Board Elections

Chanel Recasner made a motion to approve the 2024-2025 board members and committee chairs (effective July 1st).
Shameka Smith seconded the motion.

- Chair - Chanel Recasner
- Vice Chair - Lisa Bentley Whieldon
- Secretary - Kenya Morris
- Treasurer - Shameka Smith
- Academic and School Performance Chair - Lisa Bentley-Whieldon
- Finance Committee Chair - Shameka Smith
- Governance Committee Chair - Tangi Bush

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

I. Fundraising Plan Discussion and Development

- Table this agenda item for the July Governing Board meeting.

J. Discuss and Vote to Approve the TMSA Family Student Handbook

Chanel Recasner made a motion to approve the 2024-2025 TMSA Family Student Handbook with noted changes from the governing board.
Nkiruka Onyia seconded the motion.
The team **VOTED** to approve the motion.

K. Board Member Roles and Expectations

- First resource is the Charter regarding our role as board members
- Overall role is providing oversite
- We serve as board members first in meetings and committee meetings, not as parents

- We support fundraising efforts and our annual contributions
- Annual board calendar is up to date
- Evaluate the ED
- 6 hours committed to your role each month
- Actively participating in all meetings
- Education and training
- Reviewing email often

II. Closing Items

A. Final Thoughts

- Thank you to our 2023-2024 Officers and committee chairs.
- Thank you to everyone for your service to TMSA.

B. Future Business

- Fundraising Plan Discussion & Development
- Board Policy document finalized
- Succession Planning - Challenging everyone to talk to 3 ppl about joining the board

C. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:59 PM.

Respectfully Submitted,
Chanel Recasner

Coversheet

Present and Approve the May 2024 Financial Report

Section: II. Committee Reports
Item: A. Present and Approve the May 2024 Financial Report
Purpose: Vote
Submitted by:
Related Material: May 2024 TMSA Financial Snap Shot.pdf

THE MAIN STREET ACADEMY
FINANCIAL STATEMENT SNAPSHOT
As of 5/31/24

Year-to-Date

	Actual	Budget	$ Over/(Under)
Income	10,810,493	10,874,033	(63,540)
Expense	10,271,816	10,690,088	(418,273)
Surplus/(Deficit) *	538,677	183,944	354,733

Current Month (May 2024)

	Actual	Budget	$ Over/(Under)
Income	958,608	988,839	(30,231)
Expense	1,194,767	971,826	222,941
Surplus/(Deficit) **	(236,159)	17,013	(253,172)

YTD Cash On Hand Details

Snap shot

Cash On Hand (A)	1,783,276	
Total YTD Expenses (B)	10,271,816	
Cash On Hand Days (A/B * 365)	63	YTD
Days Cash on Hand for prior 12 months	569.33	

YTD Expense Ratios (General fund only)

DOE COA (NEW)			OLD COA			Historical %	Best Practice
10-1000 · INSTRUCTION	5,396,745	54%	INST	6,601,505	66%	61%	70%
10-2100 · PUPIL SERVICES	523,994	5%	INST				
10-2210 · IMPROVEMENT OF INSTRUCT SERVICE	112,543	1%	INST				
10-2220 · EDUCATIONAL MEDIA SERVICES	183,830	2%	MEDIA / IT	183,830	2%	3%	
10-2230 · FEDERAL GRANT ADMINISTRATION	3,025	0%	INST				
10-2300 · GENERAL ADMINISTRATION	72,822	1%	BOARD	72,822	1%	5%	
10-2400 · SCHOOL ADMINISTRATION	1,599,710	16%	SA	1,599,710	16%	12%	15%
10-2500 · SUPPORT SERVICES - BUSINESS	150,825	2%	INST				
10-2600 · MAINT & OPER - PLANT SERVICES	1,094,751	11%	FACILITY / MOP	1,195,844	12%	19%	15%
10-2900 · FUNDRAISING ACTIVITIES	-	0%	FACILITY / MOP				
10-3100 · SCHOOL NUTRITION PROGRAM	414,374	4%	INST				
10-3300 · ASP OPERATIONS	101,421	1%	FACILITY / MOP				
10-4000 · FACILITIES ACQ & CONST SERVICES	340,894	3%	NA	340,894	3%	0%	
10-5000 · OTHER OUTLAYS	(328)	0%	FACILITY / MOP				
10-5100 · DEBT SERVICES	-	0%	INST				
Total General Fund Expense	9,994,605	100%		9,994,605	100%	100%	100%

			As of 5/31/24
ASSETS			
	Current Assets		
		Checking/Savings	1,783,276
		Accounts Receivable	236,592
		Other Current Assets	502,242
	Total Current Assets		2,522,109
	Fixed Assets		4,646,367
TOTAL ASSETS			7,168,476
LIABILITIES & EQUITY			
	Liabilities		
	Current Liabilities		
		Accounts Payable	577,553
		Credit Cards	9,288.23
		Other Current Liabilities	4,836,433
		Total Current Liabilities	5,423,275
		Long Term Liabilities	269,022
	Total Liabilities		5,692,296
	Equity		1,476,180
TOTAL LIABILITIES & EQUITY			7,168,476
			-

SCSC Comprehension Performance Framework (July 2019- October 2022)

	Our Ratio	Meet Standard	Approach Standard	Failed	Determination of Compliance Points
Current Ratio = Current Assets/Current Liability	0.47	>1	0.9 - 1.00	< or = 0.9	15
(Unrestricted Day Cash = Cash / Total Expense * 365)	569	>45	15-45	<15	15
(Enrollment Variance = (Actual - project)/Projection)	0%	" = or < 2%	2 - 8%	> 8 %	15
Annual Debt to Income (DTI) = Total Annual Debt Payments (Debt Service)/Total Revenue	4.00%	< 5%	5-15%	> 15%	15
(Repayment Debt on Timely manner)	Yes	Yes		No	10
Efficiency Margin = Change in net assets / total revenue	5.00%	> 0%	(0.01) - (10)%	< (10)%	15
Debt to Assets = (Total liability-Net Pension liabilities)/Total Assets (fixed assets + capital outlay)	78%	< 95%	95-100%	> 100%	15
SCSC Determination of Compliance Total Points:					100

SCSC Determination of Compliance	
Meets Financial Pe	80-100 pts
Does not meet Fina	70-79 pts
Falls far below Fin	0-69 pts

GA DOE Comprehensive Performance Framework 2019 (July 2018- October 2022)

	Our Ratio	Meet Standard	Not Meet Standard
Current Ratio = Current Assets/Current Liability	0.47	> 1.00	<1.00
(Unrestricted Day Cash = Cash / Total Expense * 365)	569	> 45 days	< 45 days
(Repayment Debt on Timely manner)	Yes	Yes	No
Debt to Assets = Total liability/Total Assets (fixed assets + capital outlay)	78%	< 95%	> 95%
Audit Report	Unmodified Opinion	Unmodifed opinion and/or no finding and/or no going concerns	Modifed opinion and/or findings and/or going concerns

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Coversheet

Present and Approve the June 2024 Financial Report

Section: II. Committee Reports
Item: B. Present and Approve the June 2024 Financial Report
Purpose: Vote
Submitted by:
Related Material: June 2024 TMSA Financial Snap Shot.pdf

THE MAIN STREET ACADEMY
FINANCIAL STATEMENT SNAPSHOT
As of 6/30/24

Year-to-Date			
	Actual	Budget	$ Over/(Under)
Income	11,718,092	11,863,872	(145,780)
Expense	11,004,972	11,661,915	(656,943)
Surplus/(Deficit) *	713,120	201,957	511,163

Current Month (June 2024)			
	Actual	Budget	$ Over/(Under)
Income	907,336	989,839	(82,503)
Expense	721,106	971,827	(250,721)
Surplus/(Deficit) **	186,230	18,013	168,218

YTD Cash On Hand Details		
Cash On Hand (A)	1,783,276	
Total YTD Expenses (B)	11,004,972	
Cash On Hand Days (A/B * 365)	59	YTD
Days Cash on Hand for prior 12 months	569.33	

Snap shot

YTD Expense Ratios (General fund only)							
DOE COA (NEW)			OLD COA			Historical %	Best Practice
10-1000 · INSTRUCTION	5,812,833	54%	INST	7,065,411	66%	61%	70%
10-2100 · PUPIL SERVICES	547,780	5%	INST				
10-2210 · IMPROVEMENT OF INSTRUCT SERVICE	116,053	1%	INST				
10-2220 · EDUCATIONAL MEDIA SERVICES	199,227	2%	MEDIA / IT	199,227	2%	3%	
10-2230 · FEDERAL GRANT ADMINISTRATION	3,025	0%	INST				
10-2300 · GENERAL ADMINIISTRATION	72,997	1%	BOARD	72,997	1%	5%	
10-2400 · SCHOOL ADMINISTRATION	1,749,332	16%	SA	1,749,332	16%	12%	15%
10-2500 · SUPPORT SERVICES - BUSINESS	161,775	2%	INST				
10-2600 · MAINT & OPER - PLANT SERVICES	1,159,162	11%	FACILITY / MOP	1,261,980	12%	19%	15%
10-2900 · FUNDRAISING ACTIVITIES	-	0%	FACILITY / MOP				
10-3100 · SCHOOL NUTRITION PROGRAM	423,945	4%	INST				
10-3300 · ASP OPERATIONS	101,646	1%	FACILITY / MOP				
10-4000 · FACILITIES ACQ & CONST SERVICES	340,894	3%	NA	340,894	3%	0%	
10-5000 · OTHER OUTLAYS	1,172	0%	FACILITY / MOP				
10-5100 · DEBT SERVICES	-	0%	INST				
Total General Fund Expense	10,689,841	100%		10,689,841	100%	100%	100%

			As of 6/30/24
ASSETS			
	Current Assets		
		Checking/Savings	1,783,276
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		Other Current Assets	502,242
	Total Current Assets		2,522,109
	Fixed Assets		4,646,367
TOTAL ASSETS			7,168,476
LIABILITIES & EQUITY			
	Liabilities		
	Current Liabilities		
		Accounts Payable	577,553
		Credit Cards	9,288.23
		Other Current Liabilities	4,836,433
		Total Current Liabilities	5,423,275
		Long Term Liabilities	269,022
	Total Liabilities		5,692,296
	Equity		1,476,180
TOTAL LIABILITIES & EQUITY			7,168,476
			-

SCSC Comprehension Performance Framework					
	Our Ratio	Meet Standard	Approach Standard	Failed	Determination of Compliance Points
Current Ratio = Current Assets/Current Liability	0.47	>1	0.9 - 1.00	< or = 0.9	15
(Unrestricted Day Cash = Cash / Total Expense * 365)	569	>45	15-45	<15	15
(Enrollment Variance = (Actual - project)/Projection)	0%	" = or < 2%	2 - 8%	> 8 %	15
Annual Debt to Income (DTI) = Total Annual Debt Payments (Debt Service)/Total Revenue	4.00%	< 5%	5-15%	> 15%	15
(Repayment Debt on Timely manner)	Yes	Yes		No	10
Efficiency Margin = Change in net assets / total revenue	5.00%	> 0%	(0.01) - (10)%	< (10)%	15
Debt to Assets = (Total liability-Net Pension liabilities)/Total Assets (fixed assets + capital outlay)	78%	< 95%	95-100%	> 100%	15
SCSC Determination of Compliance Total Points:					100

SCSC Determination of Compliance	
Meets Financial Pe	80-100 pts
Does not meet Fina	70-79 pts
Falls far below Fina	0-69 pts

GA DOE Comprehensive Performance Framework 2019 (July 2018- October 2022)			
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(Repayment Debt on Timely manner_)	Yes	Yes	No
Debt to Assets = Total liability/Total Assets (fixed assets + capital outlay)	78%	< 95%	> 95%
Audit Report	Unmodified Opinion	Unmodifed opinion and/or no finding and/or no going concerns	Modifed opinion and/or findings and/or going concerns

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Coversheet

Executive Director's Report

Section:	III. Staff Reports
Item:	A. Executive Director's Report
Purpose:	FYI
Submitted by:	
Related Material:	TMSA ED Finance Presentation 7-23-24.pdf TMSA ED Board Presentation 7-30-24.pdf

The Main Street Academy

Finance Committee Meeting

Executive Director's Report

Meeting Date: July 23, 2024

Presented By: Dr. Chad Owes, Executive Director

Agenda

- ❑ CFO Financial Report (May & June)
- ❑ Tentative 2024-2025 Budget
- ❑ Student Enrollment – Related to Finance
- ❑ Fundraising
- ❑ Facilities, Operations, & Maintenance
- ❑ Sale of Land – Discussion

Financial Report

- John Stiffler – External Chief Financial Officer

Funding Comparison FY24 to FY25

FY24 Funding	FY25 Funding
Title I – $539,295	Title I – $291,634
Federal Allocations – $694,268	Federal Allocations – $352,713
State Allocations – $9,462,618	State Allocations – $9,894,129
Other Supplemental – $149,985	Other Supplemental – $0
3% FCS Admin Cost – ($259,106)	3% FCS Admin Cost – ($282,170)
Total – $10,587,061	**Total – $10,256,306**

- Per pupil funding decreased by approximately $261
- CARES and ESSER funds depleted
- Title I carry over from 2023 to 2024

Budget Comparison FY24 to FY25

The Main Street Academy
Budget Overview: SY_2023_2024 - FY24
July 2023 - June 2024

Revenue	Total
10-0000 REVENUE	
10-1220 DONATIONS	
Total 10-1220 DONATIONS	$ 11,300.00
Total 10-1225 FUNDRAISING / MISC SALES	$ 20,700.00
10-1340 TUITION FROM OTHER SOURCES-ASP	350,000.00
10-1500 INVESTMENT INCOME	11,000.00
10-1611 STUDENT-BRKFST & LUNCH PROGRAM	47,922.00
10-1700 STUDENT ACTIVITIES-CENTRALIZED	150,000.00
10-3120 TOTAL QBE FORMULA (STATE & LOC)	9,562,600.00
10-4520 OTHER FED GRANTS VIA GA DOE	373,882.00
10-5995 OTHER SOURCES	16,567.00
10-6100 CAPITAL OUTLAY REVENUE	0.00
Total 10-0000 REVENUE	$ 10,543,971.00
40-4000 SPECIAL FUNDS	
40-4520 FEDERAL REVENUE - TITLE IA	454,515.00
42-4156 ESSER-ARP	370,386.00
47-4750 SCHOOL NUTRITION SERVICE GRANT	350,000.00
49-4520 FEDERAL REVENUE-FACILITY GRANT	145,000.00
60-4535 SUPPLY CHAIN ASSISTANCE GRANT	0.00
Total 40-4000 SPECIAL FUNDS	$ 1,319,901.00
Total Revenue	$ 11,863,872.00
Gross Profit	$ 11,863,872.00
Expenditures	**Total**
10-6000 FUNCTION EXPENSES - GEN FUND	
Total 10-1000 INSTRUCTION	$ 6,483,393.00
Total 10-2100 PUPIL SERVICES	$ 535,285.00
Total 10-2210 IMPROVEMENT OF INSTRUCT SERVICE	$ 145,500.00
Total 10-2220 EDUCATIONAL MEDIA SERVICES	$ 208,926.00
Total 10-2230 FEDERAL GRANT ADMINISTRATION	$ 174,546.00
Total 10-2300 GENERAL ADMINIISTRATION	$ 35,000.00
Total 10-2400 SCHOOL ADMINISTRATION	$ 1,550,548.00
Total 10-2500 SUPPORT SERVICES - BUSINESS	$ 146,000.00
Total 10-2600 MAINT & OPER - PLANT SERVICES	$ 1,052,914.00
Total 10-3100 SCHOOL NUTRITION PROGRAM*	$ 498,570.00
Total 10-3300 ASP OPERATIONS	$ 244,081.00
Total 10-4000 FACILITIES ACQ & CONST SERVICES	$ 350,000.00
Total 10-5000 OTHER OUTLAYS	$ 6,087.00
Total 10-6000 FUNCTION EXPENSES - GEN FUND	$ 11,430,850.00
Total 40-6000 FUNCTION EXPENSE - TITLE I	$ 231,065.00
Total Expenditures	$ 11,661,915.00
Net Operating Revenue	$ 201,957.00
Net Revenue	$ 201,957.00

The Main Street Academy
Budget Overview: SY_2024_2025 - FY25
July 2024 - June 2025

Revenue	Total
10-0000 REVENUE	
Total 10-1220 DONATIONS	$ 11,182.00
Total 10-1225 FUNDRAISING / MISC SALES	$ 20,700.00
10-1340 TUITION FROM OTHER SOURCES-ASP	320,000.00
10-1500 INVESTMENT INCOME	11,000.00
10-1611 STUDENT-BRKFST & LUNCH PROGRAM	30,900.00
10-1910 RENTAL OF PROPERTY	2,000.00
10-3120 TOTAL QBE FORMULA (STATE & LOC)	9,611,959.00
10-4520 OTHER FED GRANTS VIA GA DOE	352,713.00
10-5995 OTHER SOURCES	16,567.00
10-6100 CAPITAL OUTLAY REVENUE	0.00
Total 10-0000 REVENUE	$ 10,377,021.00
10-1700 STUDENT ACTIVITIES-CENTRALIZED	150,000.00
40-4000 SPECIAL FUNDS	0.00
40-4520 FEDERAL REVENUE - TITLE IA	463,634.00
42-4156 ESSER-ARP	0.00
47-4750 SCHOOL NUTRITION SERVICE GRANT	308,638.00
49-4520 FEDERAL REVENUE-FACILITY GRANT	80,000.00
60-4535 SUPPLY CHAIN ASSISTANCE GRANT	0.00
Total 40-4000 SPECIAL FUNDS	$ 852,272.00
Total Revenue	$ 11,379,293.00
Gross Profit	$ 11,379,293.00
Expenditures	**Total**
10-6000 FUNCTION EXPENSES - GEN FUND	
Total 10-1000 INSTRUCTION	$ 6,020,054.00
Total 10-2100 PUPIL SERVICES	$ 647,585.00
Total 10-2210 IMPROVEMENT OF INSTRUCT SERVICE	$ 170,083.00
Total 10-2220 EDUCATIONAL MEDIA SERVICES	$ 220,803.00
Total 10-2230 FEDERAL GRANT ADMINISTRATION	$ 15,000.00
Total 10-2300 GENERAL ADMINIISTRATION	$ 72,270.00
Total 10-2400 SCHOOL ADMINISTRATION	$ 1,683,005.00
Total 10-2500 SUPPORT SERVICES - BUSINESS	$ 161,484.00
Total 10-2600 MAINT & OPER - PLANT SERVICES	$ 1,060,775.07
Total 10-2800 SUPPORT SERVICES - CENTRAL	$ 15,000.00
Total 10-2900 FUNDRAISING ACTIVITIES	$ 5,000.00
Total 10-3100 SCHOOL NUTRITION PROGRAM*	$ 472,787.00
Total 10-3300 ASP OPERATIONS	$ 117,684.00
Total 10-4000 FACILITIES ACQ & CONST SERVICES	$ 275,000.00
Total 10-5000 OTHER OUTLAYS	$ 8,602.00
Total 10-6000 FUNCTION EXPENSES - GEN FUND	$ 10,945,132.07
Total 40-6000 FUNCTION EXPENSE - TITLE IA	$ 230,446.00
Total Expenditures	$ 11,195,728.07
Net Operating Revenue	$ 183,564.93
Net Revenue	$ 183,564.93

Tentative Budget FY25

The Main Street Academy Budget Overview: SY_2024_2025 - FY25 July 2024 - June 2025	
Revenue	**Total**
10-0000 REVENUE	
Total 10-1220 DONATIONS	$ 11,182.00
Total 10-1225 FUNDRAISING / MISC SALES	$ 20,700.00
10-1340 TUITION FROM OTHER SOURCES-ASP	320,000.00
10-1500 INVESTMENT INCOME	11,000.00
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10-4520 OTHER FED GRANTS VIA GA DOE	352,713.00
10-5995 OTHER SOURCES	16,567.00
10-6100 CAPITAL OUTLAY REVENUE	0.00
Total 10-0000 REVENUE	$ 10,377,021.00
10-1700 STUDENT ACTIVITIES-CENTRALIZED	150,000.00
40-4000 SPECIAL FUNDS	0.00
40-4520 FEDERAL REVENUE - TITLE IA	463,634.00
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49-4520 FEDERAL REVENUE-FACILITY GRANT	80,000.00
60-4535 SUPPLY CHAIN ASSISTANCE GRANT	0.00
Total 40-4000 SPECIAL FUNDS	$ 852,272.00
Total Revenue	$ 11,379,293.00
Gross Profit	$ 11,379,293.00

Expenditures	Total
10-6000 FUNCTION EXPENSES - GEN FUND	0.00
Total 10-1000 INSTRUCTION	$ 6,020,054.00
Total 10-2100 PUPIL SERVICES	$ 647,585.00
Total 10-2210 IMPROVEMENT OF INSTRUCT SERVICE	$ 170,083.00
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Total Expenditures	$ 11,195,728.07
Net Operating Revenue	$ 183,564.93
Net Revenue	$ 183,564.93

Student Enrollment Projections 2024-25

- Enrollment Target 844
- Current Enrollment 822*
- FCS Tentative Budget Based on 833
- Kindergarten Seats Available
- 119 Students on the waitlist (*zero for KK*)

Facilities – Maintenance – Operations

- Rooftop HVAC Carrier #2 – Coil Repair $7104
- Rooftop HVAC Carrier #2 – Freon Recharge, Leak Search, & Pressurization $8302
- **Refurbished** Classroom Unit Ventilator Repair – $6362
- Will release an RFP to accept bids to install a modernized HVAC system
- Continued preventative maintenance on HVAC ventilators and building system
- Roof leaks are still an immediate concern ($90,000 lowest estimate)



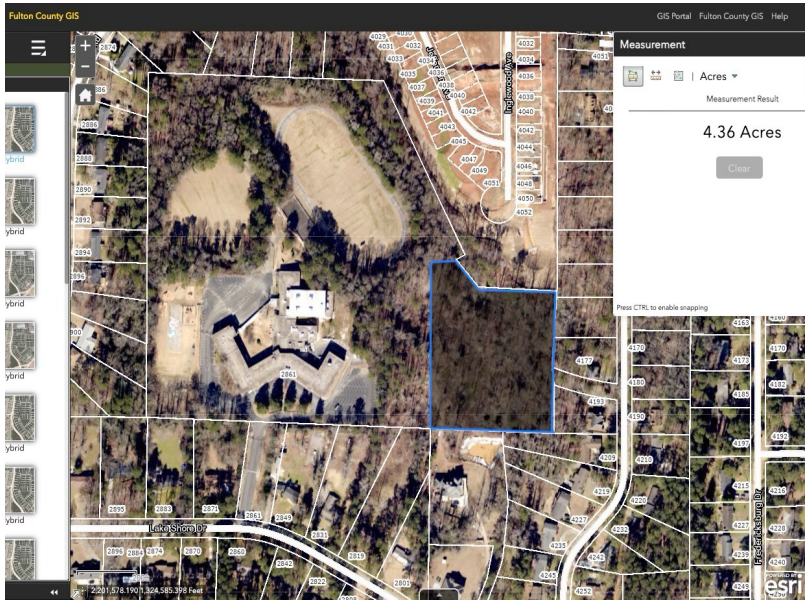
Fundraising

Annual Innovation Fund

- It is imperative that the TMSA Governing Board focus its efforts on high-impact fundraising for the 2024-25 school year
- CARES/ESSER Funding has been depleted
- Fundraising Plan

Offer to Purchase Land

- An informal offer was received to purchase 4 acres of the school's land
- $15K per acre (total of $60,000)
- Currently unused - Land Locked



Recommendations requiring Board Action

- It is recommended that the TMSA Governing Board vote to accept the Financial Reports as presented by the CFO.
- It is recommended that the TMSA Governing Board vote to approve the Tentative 2024-2025 Budget as presented by the Executive Director.

The Main Street Academy

Board Meeting

Executive Director's Report

Meeting Date: July 30, 2024

Presented By: Dr. Chad Owes, Executive Director

Agenda

- ❑ 2024-2025 Budget Presentation & Hearing
- ❑ Fundraising
- ❑ Student Enrollment
- ❑ HR & Staffing
- ❑ First Day of School Reminders

Funding Comparison FY24 to FY25

FY24 Funding	FY25 Funding
Title I – $539,295	Title I – $291,634
Federal Allocations – $694,268	Federal Allocations – $352,713
State Allocations – $9,462,618	State Allocations – $9,894,129
Other Supplemental – $149,985	Other Supplemental – $0
3% FCS Admin Cost – ($259,106)	3% FCS Admin Cost – ($282,170)
Total – $10,587,061	**Total – $10,256,306**

- Per pupil funding decreased by approximately $290
- CARES and ESSER funds depleted
- Title I carry over from 2023 to 2024

Budget FY25

The Main Street Academy Budget Overview: SY_2024_2025 - FY25 July 2024 - June 2025	
Revenue	**Total**
10-0000 REVENUE	
Total 10-1220 DONATIONS	$ 11,182.00
Total 10-1225 FUNDRAISING / MISC SALES	$ 20,700.00
10-1340 TUITION FROM OTHER SOURCES-ASP	320,000.00
10-1500 INVESTMENT INCOME	11,000.00
10-1611 STUDENT-BRKFST & LUNCH PROGRAM	30,900.00
10-1910 RENTAL OF PROPERTY	2,000.00
10-3120 TOTAL QBE FORMULA (STATE & LOC)	9,611,959.00
10-4520 OTHER FED GRANTS VIA GA DOE	352,713.00
10-5995 OTHER SOURCES	16,567.00
10-6100 CAPITAL OUTLAY REVENUE	0.00
Total 10-0000 REVENUE	$ 10,377,021.00
10-1700 STUDENT ACTIVITIES-CENTRALIZED	150,000.00
40-4000 SPECIAL FUNDS	0.00
40-4520 FEDERAL REVENUE - TITLE IA	463,634.00
42-4156 ESSER-ARP	0.00
47-4750 SCHOOL NUTRITION SERVICE GRANT	308,638.00
49-4520 FEDERAL REVENUE-FACILITY GRANT	80,000.00
60-4535 SUPPLY CHAIN ASSISTANCE GRANT	0.00
Total 40-4000 SPECIAL FUNDS	$ 852,272.00
Total Revenue	$ 11,379,293.00
Gross Profit	$ 11,379,293.00

Expenditures	Total
10-6000 FUNCTION EXPENSES - GEN FUND	0.00
Total 10-1000 INSTRUCTION	$ 6,020,054.00
Total 10-2100 PUPIL SERVICES	$ 647,585.00
Total 10-2210 IMPROVEMENT OF INSTRUCT SERVICE	$ 170,083.00
Total 10-2220 EDUCATIONAL MEDIA SERVICES	$ 220,803.00
Total 10-2230 FEDERAL GRANT ADMINISTRATION	$ 15,000.00
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Total 10-2600 MAINT & OPER - PLANT SERVICES	$ 1,060,775.07
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Total 10-6000 FUNCTION EXPENSES - GEN FUND	$ 10,945,132.07
Total 40-6000 FUNCTION EXPENSE - TITLE IA	$ 230,446.00
Total Expenditures	$ 11,195,728.07
Net Operating Revenue	$ 183,564.93
Net Revenue	$ 183,564.93

Budget Comparison FY24 to FY25

The Main Street Academy
Budget Overview: SY_2023_2024 - FY24
July 2023 - June 2024

Revenue	Total
10-0000 REVENUE	
10-1220 DONATIONS	
Total 10-1220 DONATIONS	$ 11,300.00
Total 10-1225 FUNDRAISING / MISC SALES	$ 20,700.00
10-1340 TUITION FROM OTHER SOURCES-ASP	350,000.00
10-1500 INVESTMENT INCOME	11,000.00
10-1611 STUDENT-BRKFST & LUNCH PROGRAM	47,922.00
10-1700 STUDENT ACTIVITIES-CENTRALIZED	150,000.00
10-3120 TOTAL QBE FORMULA (STATE & LOC)	9,562,600.00
10-4520 OTHER FED GRANTS VIA GA DOE	373,882.00
10-5995 OTHER SOURCES	16,567.00
10-6100 CAPITAL OUTLAY REVENUE	0.00
Total 10-0000 REVENUE	$ 10,543,971.00
40-4000 SPECIAL FUNDS	
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Total Expenditures	$ 11,661,915.00
Net Operating Revenue	$ 201,957.00
Net Revenue	$ 201,957.00

The Main Street Academy
Budget Overview: SY_2024_2025 - FY25
July 2024 - June 2025

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Total 40-6000 FUNCTION EXPENSE - TITLE IA	$ 230,446.00
Total Expenditures	$ 11,195,728.07
Net Operating Revenue	$ 183,564.93
Net Revenue	$ 183,564.93

Recommendation requiring Board Action

- It is recommended that the TMSA Governing Board vote to approve the 2024-2025 Budget as presented by the Executive Director. Budget amendments will be brought back to the board for approval as necessary.

Fundraising

Annual Innovation Fund

- It is imperative that the TMSA Governing Board focus its efforts on high-impact fundraising for the 2024-25 school year
- CARES/ESSER Funding has been depleted
- TMSA Fundraising Plan
- 3rd Annual Innovation Fund
- MySchoolBucks/Picklejuice Donations Page

Student Enrollment Projections 2024-25

- Enrollment Target 844
- Current Enrollment 823*
- FCS Tentative Budget Based on 833
- Kindergarten Seats Available
- 119 Students on the waitlist (*zero for KK*)
- Funding decreased by $290 per student – per month

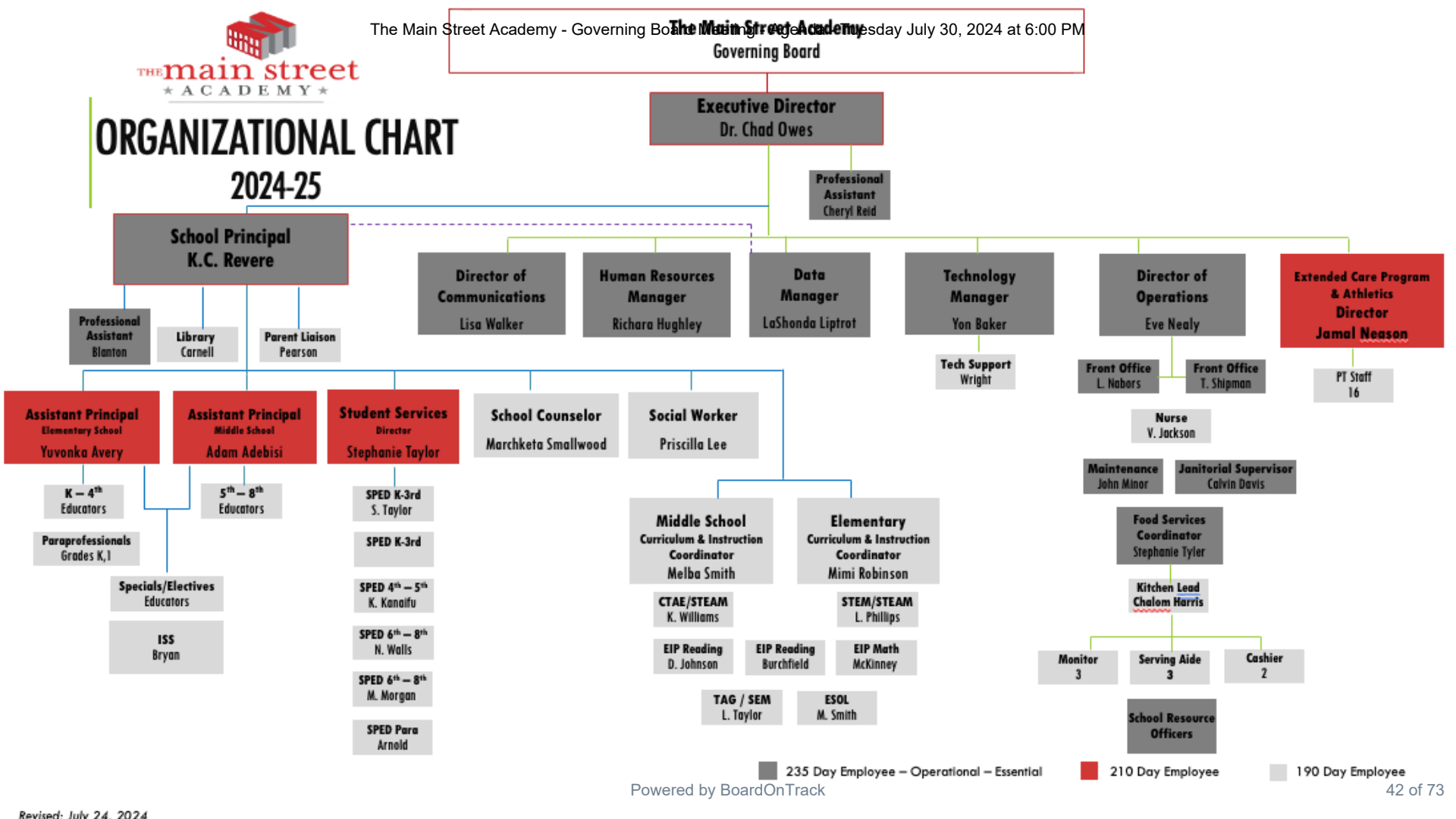
Human Resources & Staffing

Vacancies as of 7/30/24

Instructional =

Non-Instructional = Fully Staffed

Key staff changes:
Adam Adebisi – Middle Grades Assistant Principal
Stephanie Taylor – Director of Student Support & SEC Teacher
Jamal Neason – Extended Care Program & Athletic Director
Melba Smith – Middle Grades Curriculum Coordinator & ESOL



Revised: July 24, 2024



August 5, 2024

First Day General Information

- ❑ School Starts at 7:45 am ***(arrive early their will be heavy traffic)***
- ❑ Before School Care Drop Off - Gym Entrance *(every morning)*
- ❑ Kindergarten Drop Off – Gym Entrance *(first and second day only)*
- ❑ Supplies Drop Off – Gym Entrance
- ❑ Obey the Police Officers, Staff, and Volunteers
- ❑ School Dismiss at 3:00 pm ***(download TMSA Raptor Dismissal App)***

Coversheet

Principal's Report

Section: III. Staff Reports
Item: B. Principal's Report
Purpose: FYI
Submitted by:
Related Material: Board Principal's Report July 2024 (1).pdf

Principal's Report
Governing Board Retreat
July 23, 2024

Presenter
K.C. Revere, Principal

Mission & Vision

The Mission of The Main Street Academy (TMSA) is to offer all students a challenging and enriching education from a dedicated and student-focused staff in partnership with highly involved parents. Students will leave TMSA with high expectations of themselves as they prepare for further education and become contributing members of their diverse communities.

Vision: To create a World Class School that prepares scholars to be leaders in the 21st Century with skills in Science, Technology, Engineering, Arts, Agriculture, and Math.



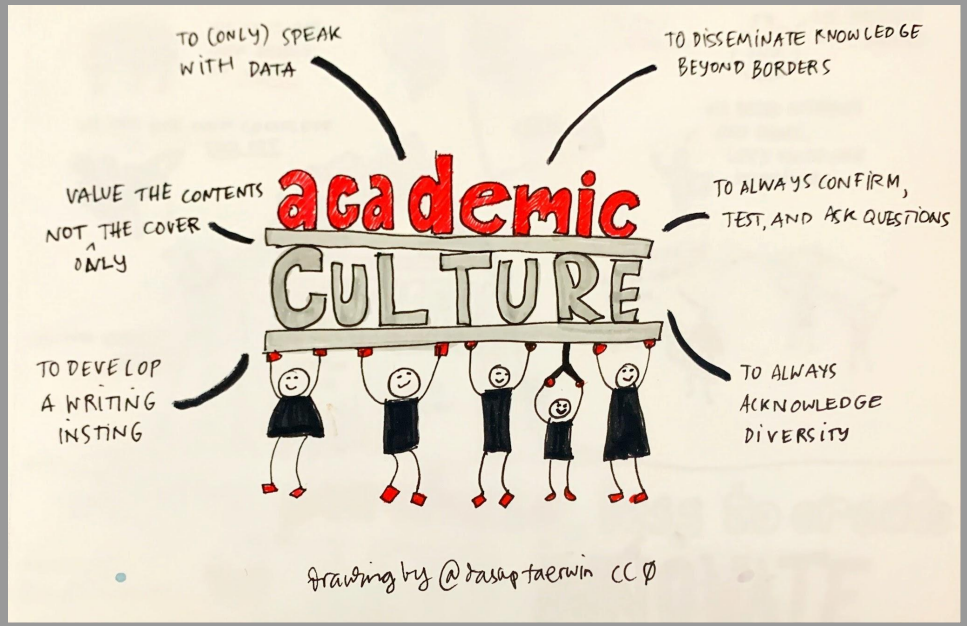
Agenda

- New Year Preparation Events
- Reminder: Academic Data - GMAS
- Teacher Evaluation Data
- Discipline Data
- Charter Renewal Survey
- SY 2024- 2025 Schoolwide Foci

NEW YEAR Preparation

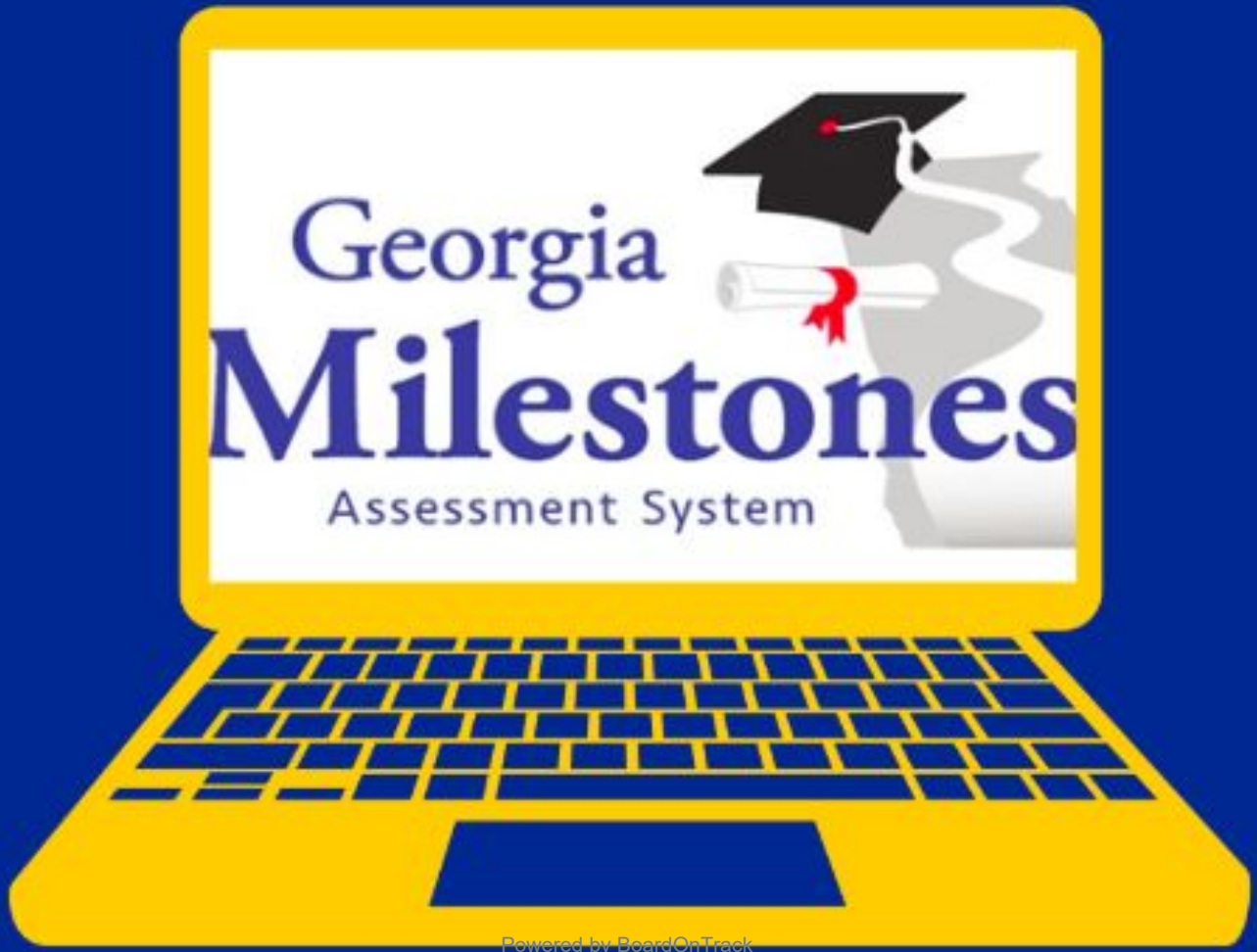
- Substitute Training
- New Hire Training
- Early Boarding
- Preplanning and Professional Learning
- Back to School Launch

2023 - 2024 Academic Data



2023 - 2024 Prior Data Shares

July 2023: 2023 Write Score Data
August 2023: TMSA Data Over the Years (2017 - 2023) - CCRPI and GMAS
September 2023: WriteScore Comparison Data (3rd - 8th 2022 and 2023)
October 2023: MAP, WriteScore Comparison Data (K- 2nd 2022 and 20223) and GMAS Comparison to District and State
November 2023: Behavioral Data
January 2024: MAP Midyear Data, GMAS Comparison to District and State, Schoolwide Academic Targets (GMAS)


Georgia
Milestones
Assessment System



https://georgiainsights.gadoe.org/Dashboards/Pages/Georgia-Milestones.aspx

Georgia Milestones 3rd - 5th

Reading/English Language Arts

Grade Level (#students tested)	Beginning	Developing	Proficient	Distinguished
3rd (97)	35.1 (-7.9)	38.1 (+18.3)	21.6 (-1.7)	8.7 (-5.3)
4th (91)	20.9 (-10.6)	30.9 (-2.8)	29.7 (+.4)	14.3 (+8.9)
5th (94)	24.5 (+3.4)	35.1 (+1.4)	30.9 (-5.9)	9.6 (+1.2)

Mathematics

Grade Level (#students tested)	Beginning	Developing	Proficient	Distinguished
3rd				
4th				
5th				

Georgia Milestones 6th - 8th

Reading/English Language Arts

Grade Level (#students tested)	Beginning	Developing	Proficient	Distinguished
6th (89)	30.3 (+15.5)	27 (-17.4)	34.8 (-.4)	7.9 (+2.3)
7th (101)	11.9 (-18.1)	36.6 (+5.6)	38.6 (+6.6)	12.9 (+6.9)
8th (94)	18.1 (+7.1)	38.3 (-5.7)	31.9 (-7.1)	11.7 (+5.7)

Mathematics

Grade Level (#students tested)	Beginning	Developing	Proficient	Distinguished
6th				
7th				
8th				

Georgia Milestones 5th - 8th Science and Social Studies

Grade Level/Subject (#students tested)	Beginning	Developing	Proficient	Distinguished
5th Science (94)	37.2 (-7.8)	24.5 (-10.5)	36.2 (+19.2)	2.1 (-.9)
8th Science (94)	67.0 (-20)	24.5 (+11.5)	7.4 (+3.1)	1.1 (+1.1)
8th Social Studies (94)	44.7 (+26.1)	47.9 (-11.9)	7.4 (-14.2)	0

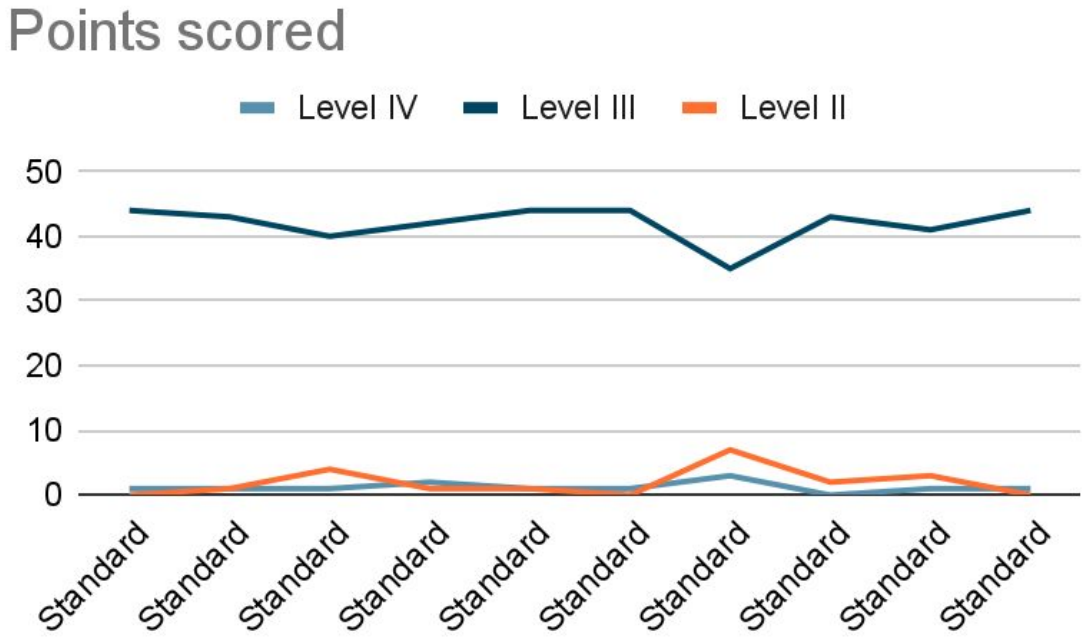
Instructional	Non Instructional
45	10 (CP)

Strengths

- Required self assessment
- Proper amount of observations
- Quality of conferences

Areas for Improvement

- Measurable goals
- Fidelity to timeline



Teacher Evaluation Data

Instructional Time (Administrators)	Responding to Emails	Respond after school hours based on urgency Employing 48 hour policy
Teacher Attendance	Absences	Incentives to come to work

Impacts on Teacher Evaluation Data

Recess	Received 7 emails **starting August 15th*	At the minimum 105 instructional minutes (5 classroom visits)
Uniforms	Received 17 emails or Principal Parcel comments **as early as August 4th*	At the minimum 255 instructional meetings (13 classroom visits)

Time Management

Tardies	54% chronic *(arrive after 7:20 am- 3 or more times a week)*	See impact in classroom discipline data
Absences	10 - 19 instructional days *(see example below)*	See impact in classroom discipline data

Summary of Attendance Impact

Total Days = 16	88 hours	5,280 minutes	**Approximate students impacted each day:** Leader in Me/SEM=27 students [redacted] Grade = 75 students [redacted] Grade Gifted = 24 students Daily = approximately 126 12% of school enrollment

Teacher Attendance

- Protected Time for Administrators for instruction (400 instructional minutes - 20 classrooms)
- Teacher incentives - focus on consistency and feedback



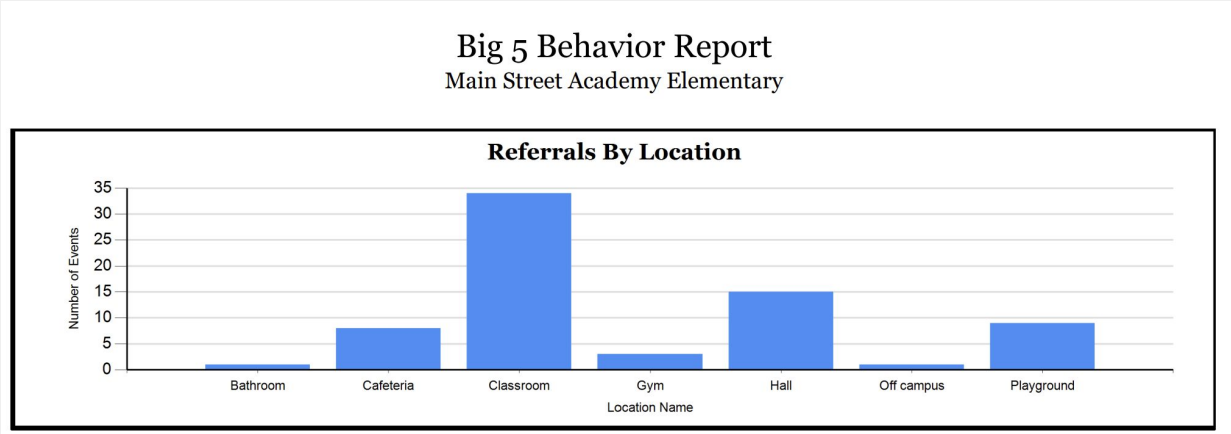
SY 2024 - 2025 Action Plan(s)

Strengths

- Defined reward program
- Tiered approach
- Opportunity Room

Areas for Improvement

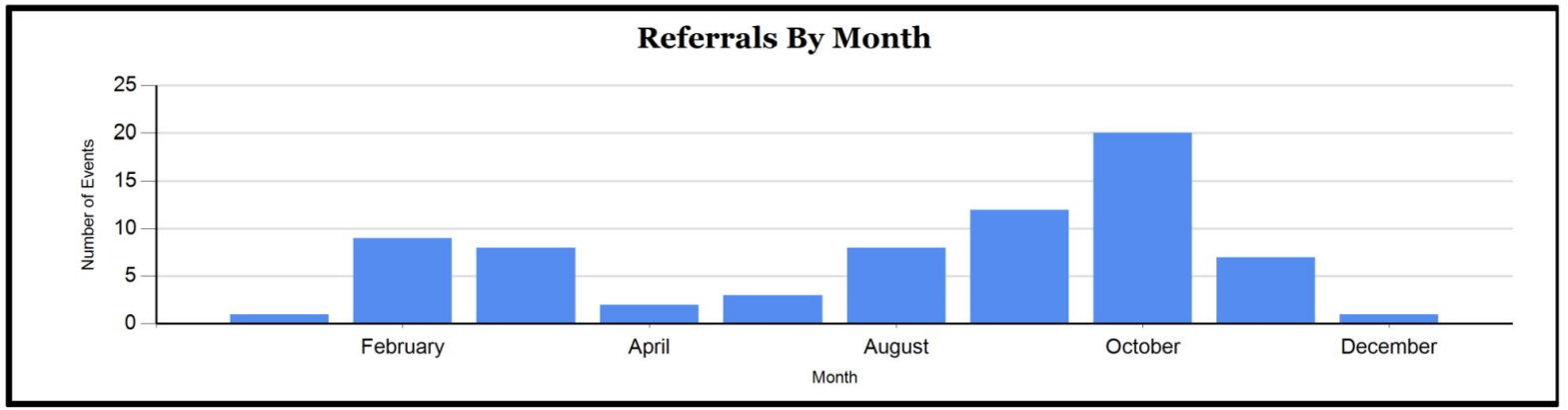
- Grade level foci
- Implementation of tiered approach



Second Semester Discipline Data: Elementary

Big 5 Behavior Report

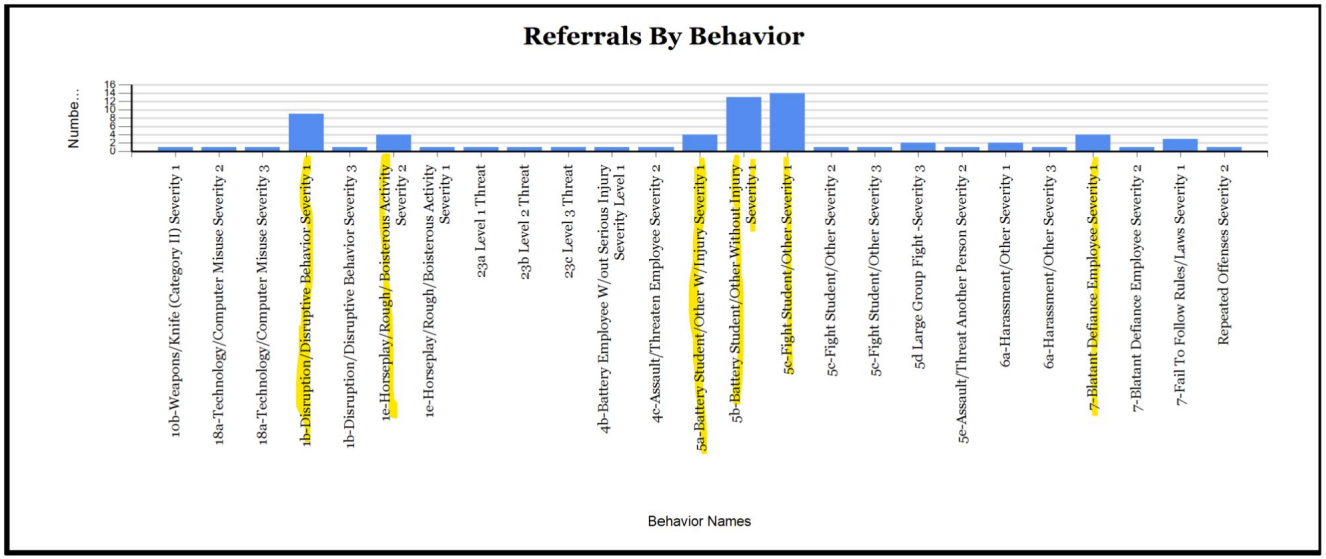
Main Street Academy Elementary



Second Semester Discipline Data: Elementary

Big 5 Behavior Report

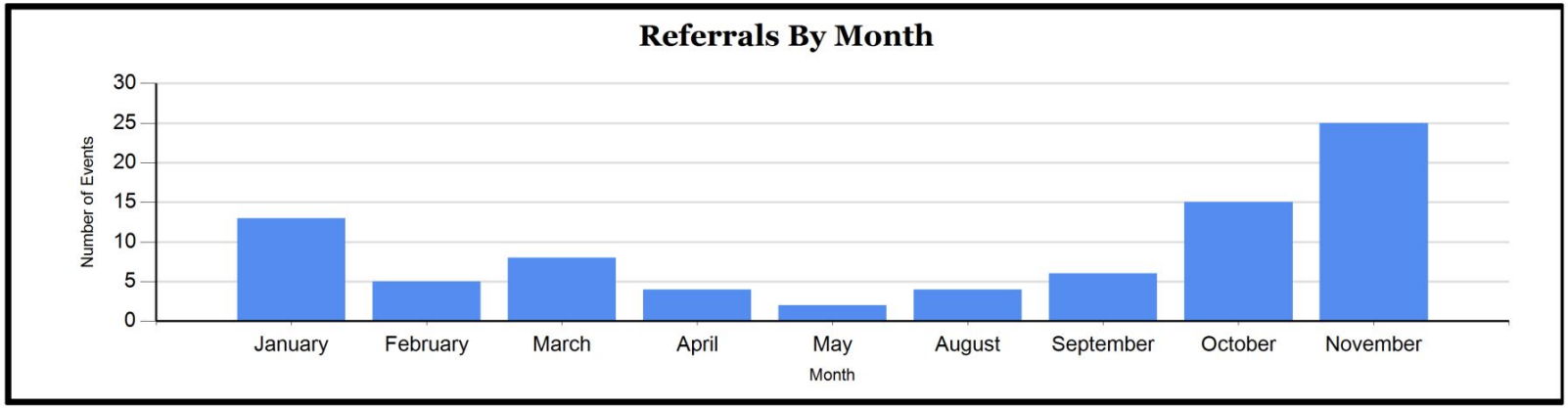
Main Street Academy Elementary



Second Semester Discipline Data: Elementary

Big 5 Behavior Report

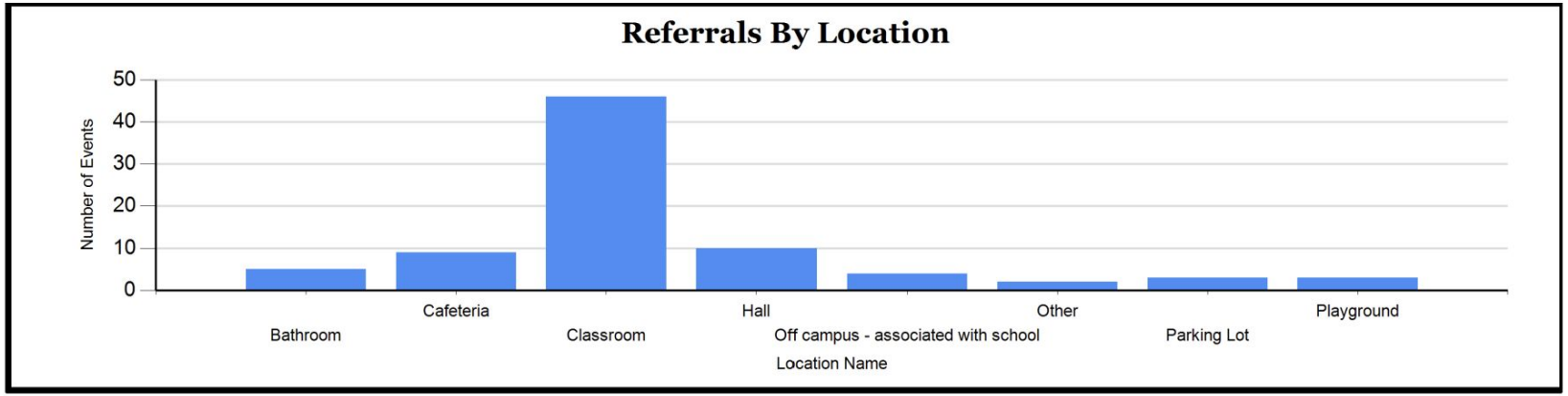
Main Street Academy Middle



Second Semester Discipline Data: Middle School

Big 5 Behavior Report

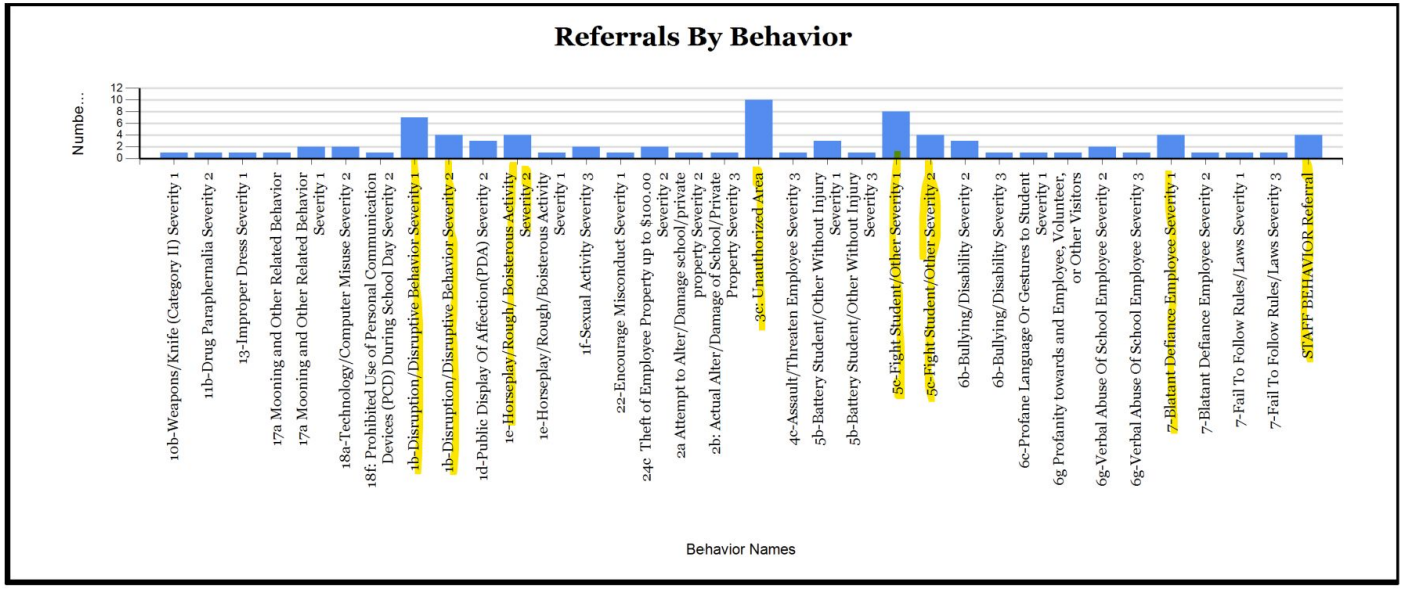
Main Street Academy Middle



Second Semester Discipline Data: Middle School

Big 5 Behavior Report

Main Street Academy Middle



Second Semester Discipline Data: Middle School

- Grade Level Classroom Management Plan Creation & Implementation
- Restructuring Opportunity Room
- Classroom Management and Behavior Management Support
- Professional Learning and Peer Support with Behavior Management



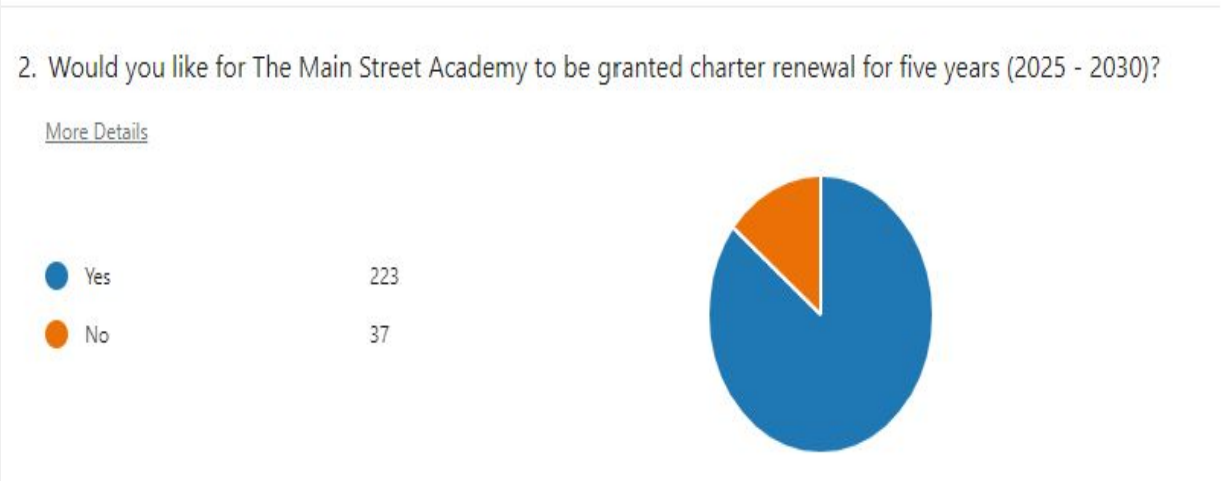
SY 2024 - 2025 Action Plan(s)

Strengths

- SOAR implementation - consistency
- Teacher Incentives

Areas for Improvement

- Fidelity of use of Class Dojo
- Consistency of teacher incentives



86.4%

School Culture & Climate

Strengths

- SOAR implementation - consistency
- Teacher Incentives

Areas for Improvement

- Fidelity of use of Class Dojo
- Consistency of teacher incentives

School Culture & Climate

2024 - 2025 Academic Year

Student Performance focused

- Assessment schedule modifications
- Course offerings more diverse
- Increase student interest opportunities
- Middle Grades social emotional development programming
- Increased extended learning opportunities

Staff Focused

- Staff will develop school wide academic school improvement goals
- Targeted professional development and learning opportunities - internal and external
- Mentorship for new teachers and new staff
- Increased opportunity for peer to peer support, observation, and mentorship

Governing Board Next Steps