

APPROVED



# The Main Street Academy

## Minutes

### TMSA Governing Board Retreat

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#### **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

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#### **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. Chaddrick Owes, Keyona Revere

#### **Non Voting Members Present**

Dr. Chaddrick Owes, Keyona Revere

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### **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
- Academics 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 negotiations 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 oversight
- 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