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

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