



Governing Board

Meeting Agenda for 03/11/2021: 7:00pm
186 Hunter Street, Norcross, Ga 30071

CALL TO ORDER @ 7:40p.m.

Attendees: Julie Tolbert, Adam Caskey, Walter Bell, Zennie Lynch, Veronica Johnson, Kelly Mandy, Viva Jones, Katie French, Gregg Stevens, Sean Kerr

I. Administrative Functions

- Approval of Agenda
 - i. Walter Bell – 1st; Veronica Johnson – 2nd. Unanimous approval.
- Approval of Prior Meeting Minutes
 - i. Zennie Lynch – 1st; Walter Bell – 2nd. Unanimous

II. Public Comment

- A. Parent Attendee: Parent needs to return to work this month and her two students have been remote since last March. Asked what the plan is as she really needs her children back in school.

III. Academic Related Reports

- A. Head of School Report
 - 1. 45 students with 3+ absences which is lower than last month. 1 student with a level 2 discipline incident. Staff attendance is at 97%.
 - 2. 8th grade individual graduation plans have been developed; Ms. Hackett, the school counselor has led this initiative. She has been working with each student 1-on-1, primarily on their elective choices as the core classes are pretty much the same.
- B. Academic Committee Report
 - 1. GA Milestones **will** be administered as no waiver was granted; however, there is no accountability for Milestones this year. We have a 2-week time period to administer GMAS.
 - 2. Ms. Tolbert reviewed MAP data and looked at Milestones projections based on that data which is not too far off from the 2019 actual Milestones results, as pulled from SLDS. NWEA MAP only gives projections based on Fall data, not mid-year test scores. The ELA projections are not too far off from performance in 2019. Math is a little lower but not as drastic as would have been expected.
 - 3. Our actual MAP data will be skewed, because we will not have the same numbers of students taking Milestones as only 70% of survey respondents, so far, said they want their virtual students to participate in Milestones. Typically, we

must have 95% of students participate in Milestones or it is a ding against the school. The participation rate has been waived this year, so it won't count against our CCRPI score. The State is not requiring virtual learners to take the test F2F. BIA must still adhere to public health guidelines.

4. Ms. Tolbert & Ms. Bradley are meeting soon to map out logistics of getting everyone in the building to complete the assessment. GMAS has been shortened in both number of questions and length of time to administer.
 5. BIA leadership participated in a Round Table Meeting with other state charter schools. One presenter spoke on NWEA MAP nationally; there is SOME learning loss in reading (less than ½ a year's growth) with larger learning losses in math. We are seeing similar trends at BIA with what's happening nationally.
- C. BIA Lottery Update
1. 127 slots were opened. 102 were already confirmed.
 2. Anna Jacome is working hard to get everyone registered and collect documents.
- D. Online Marketing Presence – Niche.com
1. Ms. Tolbert Met with a rep from niche.com. Many parents go to this site to get information about schools. The school is working on our marketing presence on niche.com. Some schools have a link to apply right on niche's website. Data is pulled from GOSA. Niche can tell you who is looking at your school, where they live, etc. If we're not getting enough applicants / students from certain areas, the data can help the school target its marketing. Ms. Tolbert wants a site that is ad-free and integrated with social media.
 2. The cost is \$6K/year. This is within HOS discretionary budget & decision.
 3. Also looked at publicschoolsreview.com and they, like Great Schools, do not maintain up-to-date information.
- E. Proposed Calendar for 2021 – 2022
1. 182 student days / a few more teacher days. Spring Break is aligned with all of the major metro-Atlanta districts.
 2. MAP testing will take place before Christmas Break and again mid-May.
- F. Update regarding SCSC recommendations
1. Updated Homeless Student Policy. The policy has been updated to reflect what the school was already doing.
 2. Anti-bullying policy: Added in some additional language and guidelines. The Parent-Student Handbook has updated information in the following areas: bullying policy, dress code, information regarding Lotterease admissions process, info regarding the PikMyKid App, check-in / check-out procedures, Digital Learning Days information, the BIA School Behavior Matrix was added, information regarding contacting parents in case of emergency and grading policy.
 3. Grading Policy Updates: Progress Reports every 9 weeks. Executive functioning skills will be assessed and language was added to explain this. Explanation of Standards-based grading and that it is a year-long assessment. Many parents want students to have 3s and 4s right at the beginning of the year and the updated language clarifies the goal.
- G. iReady Math & Reading Pilots. We were not approved for iReady Math & Reading, however we were sent some printed materials including teacher editions and student workbooks. Fulton Leadership Academy and Coweta Charter use iReady. The goal is to connect their teachers with ours for knowledge sharing.
- H. Summer School update. Recruited 1 additional teacher so we now have 7 teachers and 5 paras. The priority will be for the virtual students who have been remote this school year.

- I. Hiring update. We are still looking for a school nurse. Explored some telehealth options but none are set up for what BIA needs. The employee must be an RN. If it's an LPN, they must be under the authority of another clinician. We are receiving a \$20K grant to fund this part-time position. Upon discussion, the school will look into changing the job posting to a full-time position to include nursing plus another roles that the school needs.
- J. Parent Council is sponsoring a Campus Beautification Day on March 20 from 9a.m. – 12p.m.
- K. Q&A & Miscellaneous Discussion
 - 1. Recommendation that Ms. Hackett let our graduating 8th graders know that they may be able to select Honors & AP courses for their freshman year.
 - 2. BIA needs to begin looking at developing a Vaccine Policy. We cannot mandate teachers / staff to get the vaccine. We have not had any recent cases among faculty or staff. Some people have had to quarantine due to exposure.
 - 3. Discussion around whether we should incrementally open up more seats, given our low-to-no case rate in the school.
 - 4. Current and upcoming student testing. Gifted testing has been taking place for a couple of weeks, based on teacher referrals: CoGAT, Iowa and a Creativity test. Access testing for English Language Learners. GA Milestones. NWEA MAP. The PSAT 8/9 will be administered for the first time in BIA history.
- L. **Finance Committee Report**
 - 1. We are in a solid financial position.
 - 2. Kroger gift cards will be gifted to students who receive free and reduced lunch but have been remote.
 - 3. Change pending for ADP.
 - 4. The CPF projections for the next fiscal year were reviewed; we expect to be in the green next school year.
 - 5. HVAC. Discussions around financing maintenance and upgrades.
 - 6. Total Revenues of \$5.5M expected.
- M. **Operations Committee Report**
 - 1. Enrollment & marketing were discussed during the Operations meeting.
 - 2. Facilities update: It has been a challenge to find an appropriate contractor to construct the outdoor classroom space. We currently have three quotes in the works. The goal is to have outdoor classroom space ready by Aug 2021. Modular discussions are on hold for now. There are no serious building repairs needed at this time besides the HVAC system. New thermostats to be installed starting Monday. A new awning is needed over the front door and down the walkway to manage heavy rain days.
 - 3. Our student FTE count is 517.
 - 4. All CPI data has been submitted.
 - 5. Summer data reporting is in progress and on track.
- N. **Governance Committee Report**
 - 1. The Board has completed Annual Training for 2021.
 - 2. Announcement of Board Openings with an Information Session to be scheduled Thursday, April 1 @ 7p.m.
 - 3. Board Meeting for April moved to April 15, 2021.

O. Consultant's Report (Ed Innovation Partners) – Gregg Stevens

1. It is important to watch for Senate Bill 59. This bill would allow state charters to opt into the state health benefit plan. Hoping this passes March 31, 2021. It has passed the Senate and will go before the House Education Committee.
2. The Governing Board training was productive and we should have deliverables on strategic planning and direction soon as we head into charter renewal.

VIII. New Business

- A. Approval of 2021-22 School Calendar
Motion to approve the 2021-2022 calendar.
Veronica Johnson – 1st; Kelly Mandy – 2nd

- B. Approval of Payment to Forum Communications for March 2021
Forum does not currently have a contract with us. We are paying them on a monthly basis, thus this must come before the Board for approval.

Motion to approve payment to Forum.
Walter Bell – 1st; Zennie Lynch – 2nd.

- C. Approval of Revisions to Homelessness Policy
D. Approval of Revised Anti-Bullying Policy
E. Approval of Revised Student Handbook

Motion to approve the revised homelessness policy, anti-bullying policy and student handbook.

Zennie Lynch – 1st; Veronica Johnson – 2nd. Unanimous approval.

- F. Approval of 2021-22 Salary and Benefits Allotment
1. A decision was made several years back to allocate a certain percentage of the school's budget to personnel. Rather than reviewing every single teacher / staff and pay rates, these decisions fall under Head of School discretion. We don't want to expend more than 70% of our budget on personnel as we need room for other resources.
 2. Requesting approval to allow Ms. Tolbert to spend 68% of budget on personnel.

Motion to approve.
Walter Bell – 1st; Zennie Lynch – 2nd

IX. Executive Session

No Executive Session held.

X. Next Regular Meeting Date: April 15, 2021

XI. ADJOURNMENT

Motion to adjourn
Zennie Lynch – 1st; Walter Bell – 2nd.