

COMMITTEE MEETING MINUTES

Committee: BIA Operations Committee

Meeting need not be verbatim. These minutes are a brief summary of the events of the meeting.

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
4/01/25	1:31pm				Lyn Carden
Meeting Location:					
Virtual					
Attended by:					
Walt Bell Neal Christian Michelle Clements		Danny Brewington Gregg Stevens			
Highlights:					

- I. Call to Order** – Mr. Bell noted that this meeting would be abbreviated because of scheduling conflicts.
- II. Roll Call**
- III. Facility Update**
 - A. General Facility Needs –
 - a. Mr. Christian reported on 3 leaks in the school, including one in the newly built breezeway
 - i. He discussed the contractor who did that work and expressed his frustration with the contractor who did the roof work.
 - ii. The school is collecting quotes for repair.
 - b. Mr. Christian reported on plans for the remaining two building leaks.
 - B. Renovations and Repairs
 - a. He discussed work planned for the summer.
 - b. He noted the summer camp plan.
 - c. The committee discussed the painting quotes and types.
 - d. Mr. Christian reported on previous paint work.
- IV. Old Business**
 - A. Enrollment Update
 - a. Mr. Christian reviewed current and future enrollment.

- b. He reviewed the FTE report.
- c. He reported on the increase of special population students.
- d. He discussed student transfers.
- e. The committee reviewed the academic tracker regarding enrollment data.
- f. They discussed re-enrollment.
- g. The committee discussed middle school enrollment.

B. Operations Update

- a. Reviewed in different places on the agenda.

C. Technology Update

- a. Discussed chrome books and testing
- b. He reported on the needs for a new intercom system. The current system does not work in all school areas and needs to be updated for the new security system. He outlined needs for the intercom system. He reported the school was collecting quotes. He discussed installation of a new system.

D. Food Service RFP Update

- a. Mr. Stevens reported it was posted. Mr. Stevens discussed next steps. They discussed the current vendor transition. Mr. Stevens reported that the current provider had been notified.

E. Marketing RFP Update

- a. Mr. Stevens reported. Mr. Christian noted he had some candidates he would like to share the RFP.

F. Director of Operations Search Update

- a. Mr. Christian discussed the posting.
- b. Mr. Carden provided an application update.
- c. Mr. Christian discussed possible candidates.

V. New Business

- a) School Website Audit
 - i) Mr. Christian provided a website update.
 - ii) He discussed the testimonial videos.
 - iii) Ms. Carden reviewed the website audit.

VI. Data Reporting

A. Data Reports Since Last Meeting – Completed on time.

- a. He provided an update on the Civil Rights Report
- b. He reported on the next round of data reporting

VII. Next Meeting: May 6, 2025 at 1:30pm

VIII. Adjourn – 1:57pm