



## **Governing Board**

### **Meeting Minutes for April 17, 2025 at 7:00pm**

#### **CALL TO ORDER**

Call to order by Walter Bell at 7:07

**MEMBERS PRESENT:** Walter Bell, Michelle Clements, Allie Jett, Adam Caskey, Neal Christian, Jennifer Bradley, Gregg Stevens, Danny Brewington

#### **I. Administrative Functions**

- Approval of Agenda  
Motion to approve the agenda.  
1<sup>st</sup> - Michelle Clements; 2nd – Allie Jett. Unanimous vote of those present.
- Approval of Prior Meeting Minutes  
Motion to approve the Board Meeting Minutes from March 13, 2025.  
1st – Allie Jett; 2nd – Michelle Clements. Unanimous vote of those present.

#### **II. Public Comment**

None.

#### **III. Academic Related Reports**

- Head of School Report.  
Mr. Christian provided the Head of School Report. Mr. Christian opened his report by highlighting key community engagement milestones. He shared that BIA Charter School had recently joined the Southwest Gwinnett Chamber of Commerce and noted the significance of this step, as multiple BIA parents—including the city attorney—serve on the council. He mentioned meeting Secretary of State Brad Raffensperger at the Chamber event and emphasized that city leaders expressed strong support for BIA, including an initiative to designate the area around the school as an official school zone to enhance student safety. Mr. Christian reported that current enrollment was at 520 students and that BIA was recognized by the State Board of Education as a leader in Math performance in Middle School. Mr. Christian also acknowledged the academic achievements of BIA students - Elementary and Middle School teams placed second in regionals at the Helen Ruffin Reading Bowl and Middle school students also secured second and third place awards at the Gwinnett Science, Engineering, and Innovation Fair.
  - Lottery Results  
During the Head of School Report, Mr. Christian noted BIA is fully enrolled and maintains a waitlist; however, he noted a decline in waitlist numbers for the 2025–2026 school year and shared that other schools using the same lottery platform, Lotterease, reported similar trends.
  - Teacher contract renewal update  
Mr. Christian also emphasized that all teachers offered contracts for the 25-26

accepted their new positions.

- **Academic Committee Report**

Mr. Caskey presented the report from the Academic Committee. Mr. Caskey noted BIA Charter School's commitment to ensuring that its instructional program delivers the rigorous academic program outlined in the school's charter petition and contract with the development and implementation of its Academic Tracker. However, Mr. Caskey also expressed concern that the Academic Tracker may need to be adjusted to ensure its measures adequately capture student progress and fidelity to the school's model. The Board discussed adjustments to the testing program and tasked school leadership with making recommendations for adjustments to the tracker for the next school year.

#### **IV. Finance Committee Report**

- **Monthly Reports as of February 28, 2025**

Mr. Stevens then presented the monthly financial report for the month ending February 28, 2025. Mr. Stevens reported that BIA is in a strong financial position with revenue meeting budgeted expectations and expenses that are aligned to the budget. Mr. Stevens noted that the school continues to spend most of its funding on its salary and benefits; however, Mr. Stevens also noted that its current salary and benefits expenditures are well under budget for this time of the year.

- **Budget hearings**

- **Proposed FY25 amended budget**

Mr. Stevens then presented the school's proposed FY25 amended budget. Mr. Stevens noted that the amended budget accounts for the school's revised QBE allotment as well as the school's actual expenditures through the year.

- **Public Comment**

**The Board opened the meeting for public comment on the FY25 amended budget.**

There was no public comment.

- **Proposed FY26 Budget**

Next, Mr. Stevens presented the proposed FY26 budget. Mr. Stevens noted that BIA Charter School is expecting revenues for FY26 similar to its funding levels for FY25, and the proposed budget tracks current programs with adjustments for salaries, increased debt service, and a few additional programs like after-school and more school nutrition options.

- **Public Comment**

**The Board opened the meeting for public comment on the FY26 budget.**

There was no public comment.

#### **V. Operations Committee Report**

Mr. Bell presented the Operations Committee report for April. Mr. Bell highlighted the school's continued progress in nutrition, and marketing RFPs as well as recent work completed on the facility. Mr. Christian noted that the breezeway leaks have been repaired and the school is continuing to explore vendors for painting touchups. Mr. Christian and Mr. Bell led the discussion about the need for new playground equipment, and the Board emphasized the desire to provide support for increased student engagement and satisfaction.

#### **VI. Consultant's Report (Ed Innovation Partners)**

Next, Mr. Danny Brewington presented updates from Ed Innovation Partners. Mr. Brewington discussed the candidate search for the Chief of Operations Role, support for the marketing RFP, and additional progress supporting special education compliance and programming partnerships.

with Kennesaw State University.

## **VII. New Business**

- **Intercom System**

Chairman Caskey then asked Mr. Christian to provide a recommendation regarding updates to BIA's intercom system. Mr. Christian explained that BIA is upgrading its security systems to promote student and staff safety, and communication is a key component to ensuring rapid response to a crisis. Mr. Christian explained that the current intercom system at BIA does not work in all classrooms and the new ID system that the school purchased requires access to both classrooms and emergency agencies to be effective. Mr. Christian noted that BIA staff visited several different vendors to explore options for an intercom system that would provide a better complement to BIA's security upgrades. Mr. Christian explained that the best option from the multiple quotes for price and compatibility was Kloud 12. The Board discussed the service level options, including adding cameras to classrooms. After discussing the cost and needs for BIA, Mr. Christian recommended that the BIA Board approve the purchase order for Kloud 12 without cameras in the classroom for a cost not to exceed \$120,000.

**Motion to approve the purchase order for an intercom system from Kloud 12 at a cost not to exceed \$120,000.**

1<sup>st</sup> – Walter Bell; 2<sup>nd</sup> – Michele Clements; Unanimous vote of those present.

## **VIII. Old Business**

- **ELA Curriculum**

Chairman Caskey then asked Mr. Christian to provide an update regarding BIA's purchase of its ELA Curriculum and benchmark assessment. Mr. Christian reminded the Board that BIA was exploring options for its new early literacy curriculum and benchmark assessment required by updates from the Georgia Department of Education. Mr. Christian noted that staff reviewed the benefits of using @ in upper grades in addition to primary grades. Mr. Christian noted that staff recommend beginning implementation of the system with lower grades only to pilot the system and examine its results. Mr. Christian recommended that the BIA Board approve the purchase order from Benchmark Advance for K-3 curriculum and assessment with support for English learners at a cost not to exceed \$75,000.

**Motion to approve the purchase order for ELA curriculum for grades K-3 from Benchmark Advance at a cost not to exceed \$75,000, which includes additional services for English learners.**

1<sup>st</sup> – Walter Bell; 2<sup>nd</sup> – Michele Clements; Unanimous vote of those present.

- **School Nutrition RFP Update**

Next, Mr. Stevens provided an update on the ongoing school nutrition RFP. Mr. Stevens noted that the RFP is posted for public review and response with a deadline of April 30.

- **Marketing RFP Update**

Mr. Stevens then provided an update on the marketing RFP that recently closed. Mr. Stevens noted that 6 firms responded to the RFP with 4 candidates that are responsive. Mr. Stevens highlighted that an interview panel will interview the 4 candidates before providing the final candidates and recommendation to the Board. Mr. Stevens noted that the school's intent is to make a recommendation to the Board in late April.

- **COO Search Update**

Chairman Caskey then asked Mr. Brewington to discuss the next steps in the search for a

Chief Operations Officer. Mr. Brewington noted

Chairman Caskey then asked if there were any additional recommendations for the Board. Finance Committee Chair Allie Jett discussed the Finance Committee's recommendation to revise the school's investment policies and banking partners. Chair Jett noted that investment options available at Renasant Bank aligned to BIA's current and long-term objectives.

**Motion to revise the BIA Charter School Investment Policy as presented, to adopt the banking resolution and execute repurchase agreements that provide the authority to open accounts at Renasant Bank to maintain BIA Charter School's operational and investment funding.**

1<sup>st</sup> – Allie Jett 2<sup>nd</sup> – Walter Bell; Unanimous vote of those present.

**IX. Executive Session**

There were no items for the Executive Session.

**X. Required Actions following Executive Session**

With no items for Executive Session, Chairman Caskey called for a motion to adjourn the meeting. Board Member Clements made a motion to adjourn the meeting that was seconded by Board Member Jett. The vote was unanimous of those present.

**XI. Next Regular Meeting Date: May 8, 2025 at 7pm**

**ADJOURNMENT**