



Governing Board

Meeting Minutes for 06/19/2025 | 7p.m.

CALL TO ORDER

Call to order at 7:10p.m. by Adam Caskey.

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

I. Administrative Functions

Motion to amend the agenda to add renewal of business contracts and authorize Head of School expenditures for playground equipment and other building and staff training needs.

Allie Jett – 1st; Kelly Mandy – 2nd. Unanimous Approval.

Motion to approve the amended agenda.

Veronica Johnson – 1st; Allie Jett – 2nd. Unanimous Approval.

Motion to approve Board meeting minutes from May 8, 2025.

Allie Jett – 1st; Walter Bell – 2nd. Unanimous Approval.

II. Public Comment

None.

III. Academic Related Reports

Head of School Report

➤ Highlights

○ BIA Summer Camp

- Four-week camp has been implemented for students grade K – Rising 9th. We are going into the 3rd week of the 4 weeks.
- Students have participated in theatre, coding, music with Kennessaw State's partnership, and more.
- 12 students registered for camp.
- ELA and Math is covered each day.
- The hope is to open up to non-BIA students in the future.

○ GMAS Retest Results

- Grades are coming in. Student improvement was noted for several of the students who were below level and they are now considered proficient.
- Additional retest scores will come in soon.

- Lottery / Enrollment
 - Anticipated enrollment – 530 students. Assumption is that every class will be full.
 - Waitlist – 156 students
 - Condensing prior 4th graders down to three 5th grade classrooms; this is the group that came in with four K classrooms several years ago.
- Academics
 - New Teacher Orientation will be coming soon for teachers who are new to BIA.
 - Pre-planning will be the typical five days and will include Open House along with a special session for parents that are new to BIA.
 - Kindergarten Camp. These will be three-hour days for three days. This helps our Kindergarteners to adjust to being in a larger learning environment.
 - Platform decisions. Decision has been made to move to strictly MAP testing for two main reasons: 1) The close alignment with MAP Testing and 2) Reduce the amount of testing that students go through. Will continue using WriteScore. However, iReady testing is phased out.
- Finance
 - Benchmark PD. Approximately 12 days for teachers to learn how to use this reading curriculum. Trainers will come in-house throughout the school year.
 - Playground Equipment and Surface. BIA has received several quotes on replacement equipment. The area in the back does not drain well from the rain. Looking at multiple options like installing turf or getting a rubber surface. Quotes are running from \$20K - \$80K, but the school is trying to remain under \$25K.
 - Painting.
 - EliteGamingLive. Looking at something that builds upon our coding education. We will be engaging in Lego League this year. Students must complete a pathway in order to participate. There are several different pathways that are all STEM-related such as 3D animation, storyboarding, etc.
- Operations
 - A few vacancies remain to be filled.
 - FY26 resources are currently being purchased.
 - All end-of-year GADOE data reports have been successfully submitted. The final CPI report is due July 24, 2025
 - Specials Offering. BIA will be offering Spanish across all grade levels for the first time this year. We already have a Spanish teacher in the school. EliteGaming will be the other new Special.

Academic Committee Report – Adam Caskey

- Review of space constraints. Condensing 5th grade down opens up an additional room, so that does help some. Mr. Neal will continue his existing relationship with the church regarding discussions around additional space, if needed.
- Nothing additional covered that wasn't already covered previously.

IV. Finance Committee Report – Gregg Stevens

- Monthly Reports
 - Review of BIAs Balance Sheet. ~\$5M in unrestricted cash with 244 days of Cash on Hand.
 - Income Statement reviewed. Budget to Actuals reviewed. Discussed salaries and benefits including plans for staff/teacher bonuses for next year.
 - Discussion of health insurance brokerage. We are a self-funded insurance program. We are looking at moving to a fully-funded via a PEO. We will no longer need the Paycor system and there will be several other financial and administrative benefits to the school.
 - We will begin implementing background checks for every employee this year; that has been included in the budget.
 - Breezeway and painting costs have been included in the Building Improvements line item for the previous school year.
 - Adjustment will need to be made to budget as Interest expenses will not be as high as \$900K, but will be the same as in prior years at \$700K. The additional \$200K was accounted for when we were contemplating building expansion.
- Proposed Amended FY25 Budget Hearing
 - Public Comment: None.
- Proposed FY26 Budget Hearing
 - Public Comment: None.

Motion to adopt the proposed budget subject to one amendment to the Interest Expenses of \$200K which will increase Cash Reserves and decrease the anticipated interest expenses.

Adam Caskey – 1st; Walter Bell – 2nd. Unanimous approval.

V. Operations Committee Report – Walter Bell

- All exterior doors are in good condition. There was a break-in through one door, outside of school time. Non-BIA students broke in and accessed our playground area.
- Discussion of the badge and intercom system. Teachers will receive training upon their return.
- Working to ensure the teachers who are due for updated / replacement laptops all receive them.
- Working with Kennesaw State to ensure appropriate space is available for the new program.
- Food service vendor. We have two vendor responses; continuing to search for the best options for the upcoming year.
- New marketing campaign is set to launch with the marketing company BIA has engaged.
- Reviewed summer camp program during the meeting.
- Hoping to host our own after school program in-house.
- Data reporting was covered earlier.
- Proposed idea to have a combined Finance, Operations nad Academic meeting at least once per year to discuss areas that overlap. Mr. Christian will look back at historic information and propose a month that makes most sense.

VI. Governance Committee – Adam Caskey

- Completion of annual BIA Board Training discussed.
- Plan to have a shortened BIA Board meeting for the month of July to address any final needs the school may have and will roll into Board training. Scheduled date TBD.

VII. Consultant's Report (Ed Innovation Partners and 21 Cobalt) – Danny Brewington

- Danny will be discussing internships and marketing support needs on tomorrow.
- Music and entertainment program – Kennesaw State University
 - Garage Band is being taught this week through Summer Camp.
 - Looking to replace keyboards for some that have additional functions that will support the KSU program.
 - Instruction this year will be a collaboration between two instructors who are both recent graduates, one in Music Theory and the other in Computer Science.
 - Development of a continuous 5-year music program is in planning stages. Can begin with a Pep Band, not the full marching band.
 - Based on the layout of the room, looking to have 15 Mac stations.
 - Plans to add in the History of Popular Music.
 - Soundproofing of the music room will take place along with adding additional electrical outlets with electrical work being the immediate priority. Soundproofing of a space in the music room can come later, even next school year.

VIII. Old Business

- School Nutrition RFP
 - There are a few outstanding responses.
- Marketing Provider Update
 - Discussed earlier.

IX. New Business

- Facility Painting.
Motion to authorize Head of School to proceed with facility painting provided costs do not exceed \$50K
Allie Jett – 1st; Walter Bell – 2nd; Unanimous Approval.

- Playground
Motion to authorize Head of School to proceed with playground purchases and updates provided costs do not exceed \$85K.
Walter Bell – 1st; Allie Jett – 2nd; Unanimous Approval.

Motion to renew Cobalt contract Extensions through June 30, 2027.
Allie Jett – 1st; Walter Bell – 2nd; Unanimous Approval.

Motion to renew EIP contract for three years through June 2028.
Allie Jett – 1st; Kelly Mandy – 2nd; Unanimous Approval.

X. Annual Meeting

- Election of Officers
 - Nomination of Adam Caskey - Board Chairman
 - Motion to accept nomination.
 - *Allie Jett – 1st; Kelly Mandy – 2nd. Unanimous Approval.*
 - Nomination of Allie Jett – Treasurer
 - Motion to accept nomination
 - *Walter Bell – 1st; Kelly Mandy – 2nd. Unanimous Approval.*
- FY26 Board Meeting Schedule

- Board meetings will continue on the 2nd Thursdays of the month.
- Per Lyn Carden, because we are a statewide charter school, our meetings can take place virtually. However, for virtual meetings, meeting links must be published to allow for public comment.

Motion to approve 2nd Thursdays of the month for in-person Board meetings.

Kelly Mandy – 1st; Walter Bell – 2nd. Unanimous Approval.

- Conflict of Interest
 - Updated forms signed by Board members will be required.

XI. Executive Session to Discuss Personnel (OCGA 50-14-3(B)(2))

Motion to move into Executive Session

Walter Bell – 1st; Kelly Mandy – 2nd; Unanimous Approval.

XII. Required Actions Following Executive Session

Motion to approve slate of new hires.

- Jerry Lashley – COO
- Verinique Cooper – 4th Grade Math
- Melissa Witte – Media Specialist
- Lisa Fewell – 1st Grade Teacher
- Ke’Arri Hardimon – Kindergarten Paraprofessional

Walter Bell – 1st; Kelly Mandy – 2nd; Unanimous Approval.

Motion to approve Head of School contractual amendment.

Kelly Mandy – 1st; Walter Bell – 2nd. Unanimous Approval.

Motion to adjourn at 9:04p.m.

Kelly Mandy – 1st; Walter Bell – 2nd. Unanimous Approval.

Next Regular Meeting Date: July 10, 2025 @ 7p.m.