

Southwest Georgia STEM Charter Board of Directors Meeting

December 16, 2021 at 4:30 P.M. - Media Center at SGSC

AGENDA

Meeting also offered through Teleconference Option due to COVID-19:

Dial-in Number 978-990-5080: Access Code: 6521665

advertised on School Website as well.

Call to Order - 4:33 pm by Chairman Tony Lee

Recognition of All Members in Attendance/Note Those Not Present - Chairman Tony Lee, Members present - Russell Nuti, Chris Weathersby, Lisa Jones, School Leader Ginger Almon, CFO Lori Willson, Federal Programs - Kadie Phillips. Not present were Patricia Goodman and Grant Ward

Approval of November Minutes - Motion to approve by Lisa Jones, 2nd by Russell Nuti, all approved

Recite the current SGSC Mission Statement

- The mission of Southwest Georgia STEM Charter School is to foster in its students the passion and curiosity to become life-long learners. Students will develop the ability and motivation to think independently, communicate effectively, and excel academically. Through an innovative curriculum, saturated in the sciences, technology, engineering, our students will become managers of their education.

Public Comment - None

School Liaison (Ms. Fincher) - No questions or concerns at this time

Motion to Amend the Agenda to include accepting a paraprofessional resignation and accept the hiring of a special education paraprofessional - Motion to approve the Amended Agenda - Chris Weathersby, 2nd by Russell Nuti - all approved

School Leader's Report - Information Items

- **Recent Successes and Celebrations** - Information Item
 - Despite COVID, we have been able to remain stable with in person learning, we will be featured in the December/January School Improvement Newsletter, students are showing continuous improvement in benchmark data
- **21-22 Renewal Process** - Information Item
 - Ginger Almon has completed the Renewal Application for the Board to review. There will be a called meeting to run the application through the minutes for approval from the Board once she receives their feedback and amends. Board member will be provided with a notebook of information to help them prepare for the Renewal Interview with the SCSC Board and Staff on January 26th at 1:00 pm in Atlanta
- **Approval of SGSC Vision Statement** - Action Item
 - **SGSC Vision:** *A focused, competitive, hands-on, and joyful learning environment for all students that will prepare them to become successful, gracious, scholarly citizens.*
 - Motion to approve the new Vision Statement - Russell Nuti, 2nd by Lisa Jones - all approved
- **Approval of the SGSC Mission Statement** - Action Item
 - **SGSC Mission** - *Provide distinguished and integrated instruction in an environment that cultivates respect, is inclusive of all, and lays the foundation for excellence and life-long learning.*
 - Motion to approve the new Mission Statement - Lisa Jones, 2nd by Chris Weathersby - all approved
- **Approval of the SGSC Innovative Features** - Action Item
 - Southwest Georgia STEM Charter School shall offer an integrated education paired with STEM curriculum that focuses on the Engineering by Design Process. Cultivation Stations will blend the standards into thematic units, allowing for multi-age collaboration in shared areas of common interests.
 - Motion to approve the amended Innovative Features - Russell Nuti, 2nd by Chris Weathersby - all approved
- **Approval of the SGSC Mission Specific Goals** - Action Item
 - mission-specific goals: ■ During each year of the charter term, 100% of students will complete at least one Cultivation Station. ■ During each year of the charter term, 100% of students will complete at least two educational STEM units that focus on the Engineering

by Design Process.

- **Approval of the SGSC School Safety Handbook Updates** - Action Item
 - All Board members received a copy of the School Safety Handbook to review ahead of the Board meeting.
 - Motion to approve the School Safety Handbook Updates - Russell Nuti, 2nd by Chris Weathersby - all approved
- **PBIS Implementation (Board Involvement)** - Action Item
 - All Board members are invited to attend our welcome back of the students on January 5, 2022. We are planning to make a big deal of welcoming the students back from the Christmas Break - balloons, red carpet and ropes, bubble machines, etc. to get PBIS kicked off in the school. Must report around 7:15 am
- **Accreditation Update** - Information Item
 - Ginger Almon and Nicole Horn attended a virtual meeting with Cognia representatives to discuss the process of getting the Readiness Review completed and the Accreditation Review completed by the end of the school year. While it will be a lot of work, we feel confident that we can get it completed during the first two weeks in May.
- **Athletics Information (Mr. Crowdis)** - Information Item
 - The Board was provided with different information related to the current facility needs, as well as the amount in the Athletics Department. We have had 5 Awesome Aggie donations so far. We are excited to begin planning Baseball tryouts. We will combine the field to be a softball and baseball field.

Academic - Information Items

- **Summary of Benchmark Assessment Data** - Information Item
 - The Board members were provided Benchmark assessment data review packets that covered the beginning of the year quartiles and the middle of the year quartiles in reading and math - using the STAR Reading and Math data. All students are showing progress - moving from the 25th quartile into the 50th quartile was much higher for the elementary than the middle/high. Collaborative Planning meetings will provide guidance to the teachers to improve instructional practices which will lead to improved student achievement.

Finance - Action Items and Information Items

- **Approval of November Financial Report** - Action Item
 - The General fund was reviewed. The school is 41.66% through the fiscal year. We compared the areas of the general fund to the fiscal year percentage to monitor spending. Revenues totalled 52.60%. Expenditures are closer to the percentage budgeted at 39.69%. However, professional development has increased to 96.81%. This is a result of professional training fees and the associated travel expenses.
 - Motion to approve the Financial Report - Lisa Jones, 2nd by Russell Nuti - all approved
 - Cash Flow - The monthly cash flow compares the revenue and expenditures for July, August, September, October, and November. It shows that our variance in cash flow was \$7098.70 for this month. We had a decrease in revenue and a decrease in expenditures. The revenue has decreased because this amount does not include grant drawdowns at this time.
- **Approval of the November School Food Report** - Action Item
 - The school nutrition fund was reviewed. The revenues total to 93.67%, which is higher than the amount originally budgeted. The expenditures were also higher because of larger food purchases. This total is 53.29%. The fund equity total is \$71,879.22. The school received the Emergency Operation funds on November 4th. The amount was roughly \$12,500. This also contributed to the increase in revenue total percentage increase.
 - Motion to approve the School Food Report - Chris Weathersby, 2nd by Lisa Jones - all approved

- **CPF Point Calculation at this time** - Information Item
 - The Comprehensive Performance Frameworks Score Prediction was reviewed. The school has maintained their score of 95 points for this month. This month shows no drastic changes when compared to July, August, and September. October included PPP forgiveness' change to liabilities. Therefore, October is not the best month to compare because it did possess an abnormally large decrease in liabilities.
- **Additional Mobile Unit(s)** - Information Item
 - We are in process of obtaining information on purchasing a modular building to house 2 classrooms. There is a high demand for these types of buildings due to COVID 19. Several companies do not have any modular buildings that fit our needs. We looked at 3 different company buyer's orders for "2 Classroom" size modular units. All 3 were very similar in size. The range of pricing is \$91K-\$141K. We will continue looking for more options.
- **Addition of a School Bus** - Information Item
 - We have purchased the school bus and are waiting for the air conditioner to be installed. We should be receiving the bus before the end of the school year.
- **PayPal Policy for SGSC** - Action Item
 - The school will be using Paypal to accept electronic payments online and in person transactions. A policy is needed to mitigate risks of using this payment method. An addition to the finance policy was reviewed and discussed. The policy safeguards the school from fraudulent behavior and risk of errors with dual verification of every transaction that is accepted electronically. Members will vote on the addition to the finance policy at the upcoming board meeting.
 - Motion to approve the PayPal Policy for SGSC - Chris Weathersby, 2nd by Russell Nuti - all approved

Governance - Action Items and Information Items

- **Strategic Planning** - Information Item
 - The final draft of the Strategic Plan was sent to all Board members and school leaders for review. There are five pieces that are highlighted that Ginger Almon needs to review and amend. The Board can approve the Strategic Plan as a working document in order to amend and make changes as needed. This should run through the next Board meeting for approval.
- **Expansion of school grounds (update)** - Information Item
 - This is a standing agenda item. No new information at this time. Awaiting the amended costs based on new additions to the plan.
- **Governance Training Update** - Information Item
 - Tony Lee and Russell Nuti are planning to attend the Governance Training in Athens in February. All members must complete the remaining 4 hours of online training to complete the requirements before June.
- **Bonus for K-12 Staff** - Action Item
 - Bright from the Start has approved a two time "Power Payment" of \$1,000.00 each time to the lead pre-k teacher and assistant. Through survey of the Leadership Team, the consensus was that this would cause a shift in the culture of the school if others did not receive a similar payment. The equitable bonus amount of \$2,000 will be paid to all returning staff in May after the signing of the contract. This money will be from the Cares III Budget
 - Motion to approve the PayPal Policy for SGSC - Chris Weathersby, 2nd by Russell Nuti - all approved
- **Discuss the school leader's performance related to LKES** - Information Item
 - School Leader performance related to LKES Standard I: The Board feels that Ginger Almon is performing all duties related to: The leader fosters the success of all students

by facilitating the development, communication, implementation, and evaluation of a shared vision of learning that leads to school improvement.

- **Amended Items:**

- Accept the Resignation of Linda Bruce as a special education paraprofessional - Motion to approve the resignation of Linda Bruce - Chris Weathersby, 2nd by Russell Nuti - all approved
- Accept the employment of replacement special education paraprofessional Gina Atchley - Motion to approve the hiring of Gina Atchley - Chris Weathersby, 2nd by Russell Nuti - all approved

Adjourn Meeting - @ 5:45 pm - Motion to approve Adjournment - Chris Weathersby, 2nd by Russell Nuti - all in favor