

Southwest Georgia STEM Charter Board of Directors Meeting

March 17, 2022 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 - 5:33 pm by Chairman Tony Lee

Recognition of All Members in Attendance/Note Those Not Present - By Phone are: Russell Nuti
In Person are: Tony Lee, Chris Weathersby, Lisa Jones

CFO - Lori Wilson by phone, Guest - Elisa Falco - in person School Leader - Ginger Almon - in person
Not present for the meeting are: Patricia Goodman, Grant Ward

Approval of February Minutes: motion made to approve the February minutes by Chris Weathersby,
and 2nd Lisa Jones. All were in favor.

Recite the current SGSC Mission Statement

- SGSC will 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.

Public Comment - None

School Liaison (Ms. Fincher) - no feedback to report

School Leader's Report - Information Items

- **Recent Successes and Celebrations** - Information Item
 - All Civil Rights data was uploaded ahead of the due date, Georgia Movie Academy - high school team won an ISTE award for Creative Communication and the Middle School team won 1st runner up and will be going to State Competition, attendance is improving each week
- **Accreditation Update** - Information Item
 - Accreditation will take place on April 19th - 21st. All Interviews will be held on April 19th - including the Board member interviews, which the Board has been notified about in advance. Sample questions for the Board members were presented in the Board packet distributed to all members.
- **COVID Update** - Information Item
 - SGSC is still operating with 0 Covid cases at this time
- **Athletics Information (Mr. Crowdis)** - Information Item
 - Waiting to hear back from the JJ Watt Grant to secure the middle school football program - should be May 2022 before we hear from this grant. SGSC was able to secure the Albany Citizens Legacy Project in the amount of \$9,855. This is the bleacher project through GA Power. More information to come. Planning summer sports camp
- **22-23 School Calendar** - Action Item
 - There was little change to the school calendar in terms of the layout and breaks. There were no questions from the board.
 - Motion made to approve the 22-23 School Calendar by Lisa Jones, and 2nd Chris Weathersby. All were in favor.

Academic - Information Items

- **Attendance Data** - Information Item
 - Attendance has improved from the first week in February (84% attendance rate) to the past week in March (91% attendance rate). We are currently giving Attendance Shout Outs to students with awesome attendance, we are also having March Madness with attendance. We are proud of the growth, but are still working to move to 96% attendance rate.
- **School Improvement Plan** - Information Item
 - All Board members were asked if they were able to review the Comprehensive Needs Assessments that were sent home with them during the February Board meeting to see if

there were any concerns. The board felt that the Leadership Team and PLC teams did a great job of scoring the needs and added no other input or feedback at this time.

Finance - Action Items and Information Items

- **Approval of January Financial Report** - Action Item- The General fund was reviewed. The school is 66.66% through the fiscal year. We compared the areas of the general fund to the fiscal year percentage to monitor spending. Revenues totalled 77.94%. This is due to the school receiving 100% of the SCSC Reimbursement Grant and the 100% drawdown on the Charter facility grant. Expenditures are closer to the percentage budgeted at 66.22%. This month of reports reflects the budget amendment that was approved on February 17th, 2022. The total fund equity for February was \$1,701,047.54. Board members approved financials for the general fund.
 - Cash Flow- The cash flow summary shows that the School's variance in cash flow is \$5,884.99 for this month. The revenue for February increased and the expenditures for February decreased in comparison to January financials.
 - Motion made to approve the February Financial Report by Chris Weathersby, and 2nd Lisa Jones. All were in favor.
- **Approval of the January School Food Report** - Action Item
 - Deficit Plan Current Status- The revenues total to 73.06%, which is closer to the percentage of the fiscal year completed because of the budget amendment. The amount is still higher but the CFO expects for the percentage to taper off as we approach April and May. Spring break is in April and May is a partial month. The expenditures were closer to target at 65.11%. The fund equity total is \$121,918.95. Board Members approved financials for the School food nutrition fund. Motion made to approve the February Food Report by Chris Weathersby, and 2nd Lisa Jones. All were in favor.
- **CPF Point Calculation at this time** - Information Item- The CPF score is now a "100." This month shows no drastic changes in any of the score determination areas.
- **Modular Unit Purchase and Order Update** - Information Item- The deposit for the modular unit was given to B2B Management, LLC on March 3rd, 2022. Specification decisions for the modular unit, such as, interior and exterior color scheme, flooring, and wall coverings were made. The ordering process is complete. The company assures the school that the modular unit will be delivered and set up in May 2022.
- **Annual Evaluation of Cash Collection Procedures Policy** - Action Item- Members reviewed all of the cash collection policies and procedures for the annual evaluation found in the finance policy located in Section Eight, Banking Procedures. As stated in number 10 of Section Eight, "The Board of Directors shall review the School's cash collection procedures set forth above on an annual basis and shall modify the School's policies and procedures to reflect any improvements or modifications required each year." Members reviewed the entire section of the policy and determined that there are no changes at this time.
 - Motion made to approve the Review of the Annual Evaluation of Cash Collection by Chris Weathersby, and 2nd Lisa Jones. All were in favor.
- **CARES III Update** - Information Item- Board members were informed of the extra amount of money the school will be receiving through CRRSA (Esser II) and ARP (Esser III). This amount totals to \$521,736.00. The School leader and CFO are reviewing budgets and guidelines to allocating this money. As soon as the proposed budget is created, the board members will be notified and able to review.
- **Audit & Financial Statement Preparation for FY22**- Action Item- Board members voted to continue using Mauldin & Jenkins, LLC to perform the FY 22 Audit and Financial Statement preparation.
 - Motion made to approve the Mauldin and Jenkins to provide the Audit and Financial Statement Preparation for FY 22 by Lisa Jones, and 2nd Chris Weathersby. All were in favor.

Governance - Action Items and Information Items

- **Amendment of the By-Laws** - Action Item
 - School Attorney, Hayden Hooks, added a sentence to the By-laws to prepare for the upcoming USDA Loan in preparation for expanding our school facilities.

- Motion made to approve the Amended By-Laws by Chris Weathersby, and 2nd Russell Nuti. All were in favor.
- **Charter Renewal - Information Item**
 - No new information here at this time - still an abbreviated three year renewal and approved to provide the grade band expansion to 12th grade.
- **21-22 SCSC Monitoring Review - Information Item**
 - SGSC received the final monitoring letter from the SCSC Staff. We have five findings that require a Corrective Action Plan to be submitted no later than April 25, 2022. Ginger Almon and Hayden Hooks are currently working on the plan to be submitted.
- **Expansion of school grounds (update) - Information Item**
 - No update at this time - standing agenda item to keep the community informed
- **Governance Training Update - Information Item**
 - March 23, 2022 is the last day for the virtual training through SCSC. All Board members and Ginger Almon are signed up for the training. Once this is complete - all Board members will have satisfied the training requirements for the year.
- **Discuss the school leader's performance related to LKES - Information Item**
 - Discussion of Ginger Almon's Performance related to LKES Standard 1: Instructional Leadership. Mrs. Almon stated that this is the area that she feels most confident in her performance and could provide specific examples if the Board wanted to hear them. The Board felt that they are kept informed related to this standard and did not require any explanation at this time.
- **Amend Agenda - Action Item**
 - Motion made to Amend the Agenda made by Chris Weathersby, and 2nd Lisa Jones. All were in favor.
- **Approve the Resignation of Exceptional Education Director - Action Item**
 - Motion made to approve the Resignation of Exceptional Education Director, Natalie Zajac (49% employee), by Chris Weathersby, and 2nd Lisa Jones. All were in favor.

Adjourn Meeting - 6:23 pm - Motion made to Adjourn the March Board Meeting by Chris Weathersby, and 2nd Lisa Jones. All were in favor.