

GEORGIA CYBER ACADEMY (GCA)

BOARD OF DIRECTORS MEETING

MINUTES | February 08, 2018 | 5:00 PM – 6:30 PM

Conference Room One, Legacy Lodge at Lake Lanier

Conference Call: 1-515-739-1469, Access Code: 675050#

Board Room: <http://tinyurl.com/GCA-Board-Room>

Board Attendees: Ryan Mahoney (Board Chair), Dr. Erica Fener-Sitkoff (Board Vice Chair), Angela Lassetter, Ben Brumfield, Jemelleh Coes, Charlie Harper, and Kenneth Tennyson

Board Member Absentee: None

Board Contractors: Michael Kooi (Executive Director)

Staff Attendees: Dr. Andrew Oberg (Head of School), Veronica Clemons (Deputy Head of Schools), Stacy Kimmons, (CA), Andre Hopewell (Finance Manager), Rosie Lowndes (Middle School Principal), Maria Waters (Elementary Principal), Michelda Watson (FAST Manager), Allison Yawn (Operations Manager), Eric Curry (SPED), Kristy Howard, Jennifer Mitchell, Joan Wilson, Maria Blencowe, Tim Melvin, Michelle Blackwell, Janet Wheeler, Stacey Clandenen, Taylor Lords, Gentry Lowe, Alisha Kelly, Trina Weaver, Janet Wheeler, Elizabeth Rose, Ellen Holland, Kristy Howard, Becky Moddy, Shireen Mueller, Pam Freed, and Susan Rudd.

Other Attendees: Mark Middleton (k12), Karen Ghidotti (k12), and John Kramer (k12)

- I. **CALL TO ORDER** at 5:15 by Ryan Mahoney
- II. **REGULAR SESSION**
- III. **REVIEWED AND APPROVED December 13, 2017 MINUTES** – voted to approve without revision. Motion – Eric Fener-Sitkoff | Second – Ben Brumfield – unanimous approval with three abstentions (K. Tennyson, C. Harper, and J. Coe)
- IV. **REVIEWED AND APPROVED December 20, 2017 MINUTES** – voted to approve without revision. Motion - Eric Fener-Sitkoff | Second – Ben Brumfield – unanimous approval with one abstentions (K. Tennyson)
- V. **REVIEWED AND APPROVED January 17, 2018 MINUTES** – voted to approve without revision. Motion - Eric Fener-Sitkoff | Second – Ben Brumfield – unanimous approval with two abstentions (K. Tennyson and Lassetter)
- VI. **APPOINTMENT OF KENNETH TENNYSON** - Motion - Eric Fener-Sitkoff | Second – Ben Brumfield – unanimous approval with one abstentions (K. Tennyson).

- VII. HEAD OF SCHOOL (HoS) Report delivered by Dr. Andrew Oberg:**
Discussion of current year changes to improve student performance. Presented by Staci Kimmons.

Staff has been working with stakeholders to develop plans for identifying areas for improvement on CCRPI.

a. High School

- Vetted assessments to make sure that they provide accurate prediction of student performance on the Milestone.
- Strategic Staffing
 - i.* Placing those teachers that rank highest that year and have them teach those milestone courses.
 - ii.* Also added new hires to reduce class sizes.
- Strategic Scheduling
 - i.* Prioritizing EOG and EOC courses.
 - ii.* Making sure that the milestone courses are available and taught prior to testing.
 - iii.* Checking and rechecking on mastery of content.
- Adding Physical Science

b. Middle School Strategy

- Similar strategy as High School.
- Increased Math instruction.
- Strategic Staffing to target best teachers in core courses.
- Additional data analysis to target standards.

c. Elementary School Strategy

- Strategic Scheduling and staffing.
- Shift responsibilities to the highest test ranking teacher to test Milestone EOA and EOC courses.
- Math and ELA focus.
- Targeted live sessions on areas that students are struggling
- Additional one on one and small group sessions.
- Pre and post-tests weekly.
- All teachers and admin staff have responsibilities to call students that are not engaging.

d. Follow-up Questions

- Discussion of “strategic staffing” and what we are doing with teachers that are not getting quite as good results with their students.
- Anything the data can tell us the correlation between HS and MS those years?
- What the contributing factors to these changes?
- What count from the difference in these strategic between HS and MS?
- Andrew: different strategies for EOG and EOC.
- Need to target math in elementary.
- Looking at different strategies for elementary improvement.
- Strategies were begun last year.
- **Jemelleh stated that she wanted to discuss the following at a future AO meeting:**

- Scheduling changes including tutoring were referenced. what else are we doing on scheduling?
 - Data reporting and analysis? What are we reporting?
 - Targeted live sessions - tracking? How are they being conducted? Not just based on ability?
 - Development of staff that need additional help.
- e. **ESOL, SPED, and Economic Disadvantage (Closing the Gap)**
- Targeted professional development for EL students.
 - More ESOL endorsed teachers for next year.
 - Parent university in Spanish.
 - Identify and disseminate best practices for EL students.
 - FASL support for economically disadvantaged students.
 - PD sessions for working with ED students.
 - Strategic Staffing, Classroom Evaluations, and Coaching in SPED.
 - Cohesive partnerships in cotaught classrooms.
 - Weekly data collection to specifically focus on our SPED student's performance.
 - **Jemelleh asked for a breakdown of what we are finding from our classroom evaluations and instructional coaching for the next AO meeting** (for these three sub-groups and regular Ed. student classrooms).
- f. **Readiness Strategy**
- Three key areas of focus to gain points on the CCRPI.
 - i. Assign teachers and grades to Art and Physical Education courses.
 - ii. Adding a language courses for higher achieving students.
 - iii. Removed barriers to AP courses and can now administer AP exams at GCA offices.
 - iv. Providing calculators for AP exam.
 - v. Reduce cost of taking AP exams.
 - vi. Pathway completion identify students on track to complete and help them get there.
- g. **Graduation Rate**
- Actions to locate those students that are no longer with GCA and unclaimed.
 - Calling the school when a record request is submitted to make sure the student is enrolled.
 - Special Education collect missing document and records.
- h. **Follow-up Questions**
- Ryan asked for an idea of what we can reasonably expect in terms of academic improvement this year.
 - i. Andrew stated that not having second semester enrollment has helped with student performance, but did not want to make any predictions.
 - ii. Staci said she would get back with an answer after speaking with staff and reviewing data.
 - Ryan stated that Andrew did a great job representing the school before the House education committee meeting.
 - Charlie asked for a breakdown of the open positions that the Board had specifically requested hiring (i.e. HS Math teachers).

- i. Aundrea indicated that there were 2-3 positions that remained open and that interviews were scheduled for the following Wednesday and that they expected those interviews to allow them to fill those positions.

VIII. BOARD COMMITTEE REPORTS:

a. ACADEMIC OVERSIGHT report delivered by Jemelleh Coes, Chair

- i. New Academic Dashboard was discussed. Staff will go back and make some tweaks that will allow us to have much student performance data reports in one place as possible.
- ii. New grading policy was discussed. Discussed extra credit and grading structure but ran out of time to finish discussion and extended it to the next meeting to get Angela's input.

b. FINANCE report delivered by Andre Hopewell, School Finance Manager

- i. CCRPI financial efficiency star rating came out and this is the first year they rated individual schools.
- ii. GCA School Ranked at 657 out of 2245 school systems (top 29%).
- iii. GCA Score was 3.5 out of 5 and the state average is 2.9.
- iv. Provided an update on Monthly Financial Board Report from December. Funding remained steady and pointed out items that were above and below the expected rate largely because of specific expenditures.

c. 990 Form

- i. Tax submission to IRS based on financial audit for 2017.
- ii. Deadline is February 15, 2018.
- iii. Mike will coordinate with Kenneth to get signed.

d. Kenneth will work with Andre with developing templates and reports that provide the information the Board needs (snapshot of financials).

IX. Public Comment: There were no public comments.

X. Adjourned at 6:58 PM | Motion – C. Harper, second – B. Brumfield.

To request February 2018 board packet, contact Mike Kooi, mkooi@gacyber.org

Board Packet Documents for January 2017:

January Board Agenda

December 13, 2017 Board Minutes

December 20, 2017 Minutes

January 17, 2018 Minutes

Monthly Financial Report

Head of School Report

Schools Reports

Enrollment Report

Special Education Report

Operations Board Report

Family Academic Support Team Board Report

Standardized College Entrance Examination Report

Complaint Procedures

Student Enrollment Report