

GEORGIA CYBER ACADEMY (GCA)

BOARD OF DIRECTORS MEETING

MINUTES | May 16, 2018 | 6:00 pm – 7:30 pm

Conference Call: 1.515. 739.1469 | Access Code: 675050 #

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

Attendees: Ryan Mahoney (Board Chair), Angela Lassetter, Charlie Harper, Kenneth Tennyson (via conference call), Jemelleh Coe (via conference call), and Eric Fener-Sitkoff (via conference call).

Board Member Absentee: Ben Brumfield.

Board Contractors: Michael Kooi (Executive Director), Alexa Ross (General Counsel), and Tarvis Mack (Executive Assistant).

Staff Attendees: Dr. Andrew Oberg (Head of Schools), Veronica Clemons Deputy Head of Schools), Allison Yawn (Operations Manager), Staci Kimmons (District Academic Administrator), Andre Hopewell (Finance Manager), Maria Waters (ES Administrator), Rosie Lowndes (MS Administrator), Michelda Watson, Misty Kerr, Jennifer Harper, Shani Wilson, Kelly Thomas, Lauren Holmes, Brian Daughtry, Eve Mooney, Maria Blencowe, Kristy Howard, Kelly Collins, Aleksandra Berry, Ingrid Bailey, Taylor Lloyd, Virginia Weave Alicia Kelley, Michelle Blackwell, Gentry Lowe, Adrienne Rhoads, Tamie Bradley Machel Shaw, Joan Wilson, Catherine Margrave, Lauren Gleason, Melita Wyatt, Korri Ray, Melissa Filiatreau, Dana Barrett, Mary Bryant, Allison Godowns, Leslie Barton, Carla McCanless.

Other: Mark Middleton (K12), John Kramer (K12), Karen Ghidotti (K12), and Kris Parker (K12)

SUMMARY OF ACTIONS:

	MOTION	SECOND	VOTE
Approval of draft Board minutes from April 18, 2018	Charlie Harper	Angela Lassetter	Unanimous approved
Approval of the Bylaws as amended on page 16 & 17.	Charlie Harper	Angela Lassetter	Unanimous approved
Adjourned for Executive Session	Charlie Harper	Angela Lassetter	Unanimous approved
Adjourned at 7:00 PM	Charlie Harper	Angela Lassetter	Unanimous approved

I. **CALL TO ORDER** at 6:15 PM by Chair Ryan Mahoney.

II. **REGULAR SESSION**

III. **REVIEWED APPROVED.** April 18, 2018 draft minutes –the original draft minutes emailed last Friday are the correct minutes with the exception that board policies approved at the meeting need to be added. The Board approved the minutes as amended.

Motion – Charlie Harper | **Second** – Angela Lassetter | Abstain – Jemelleh Coes. The draft minutes were unanimously approved.

IV. **HEAD OF SCHOOL (HoS)** report delivered by Dr. Andrew Oberg.

Milestones Tests Current Results

- a. Shared with the Board the most recent EOC and EOG scores that reflect grades tested.
- b. Angela Lassetter requested that as results are received to email as soon as possible. The Board need as much time to review, make comments, and questions.
- c. Summer Remediation. Angela Lassetter suggested that there be more personal phone calls to those students and parents that need remediation.
- d. Discussed question of what grades are eligible for retesting of milestones and staff indicated that they had spoken with DOE and they indicated it was only grades 3, 5 and 8. Angela asked Mike Kooi to contact Department of Education to find out the right interpretation as to what grades may take milestone retests and to speak with Alexa Ross.
- e. Preliminary plans for summer school emailed to Board members.

Enrollment Lottery. Dr. Oberg provided an overview on the first enrollment lottery in the school's history. The process was shared with the Board. (See Tab 3 Board Packet).

Graduation. Dr. Oberg provided an overview of the Commencement ceremony.

- a. The Commencement Speaker is Representative Scott Hilton.
- b. Board members are encouraged to attend.
- c. Board members Ryan Mahoney, Angela Lassetter and Kenneth Tennyson indicated that they would be in attendance and staff indicated that they and Mike Kooi would be on the stage in full regalia.

V. **BOARD COMMITTEE REPORTS**

Academic Oversight Committee report delivered by Angela Lassetter. The Academic Oversight Committee met on May 7 of this month.

- a. There was discussion on GCA Vision for next year.
- b. The Board given the greenlight on the Vision.
- c. Remediation Policy was tabled for further discussion due to the unavailability of the Chair.

Finance Committee report delivered by Kenneth Tennyson Finance Chair. The Finance Committee met last week Friday, May 11, 2018.

- a. There was discussion of the Fiscal Policies and GCA Bylaws relating to changes suggested by the Commission.
- b. The Committee recommended to keep Bambo Sonaike on as Auditor and asked that Commission be notified.
- c. The Finance committee has since received an update from Mike that Terence Washington with the Commission has given the green light to the changes to the bylaws recommended by staff and reviewed by the Finance Committee.
- d. The language clarifies that at least two public meeting will be held prior to annual budget approval, and to develop a check list that will validate that the school is adhering to their financial policies annually.
- e. There is a motion for the Board to vote and approve. Motion. Charlie Harper | Second. Angela Lassetter. The two changes to the Bylaws were unanimously approved.
- f. Kenneth Tennyson stated he would hold off on presenting a discussion of the Budget to the Board in this meeting. Please refer to the documents from last week Finance meeting for that initial discussion of the budget.
- g. The proposed Budget is due to the Board on June 1.
- h. The meeting scheduled for June 1 will need to be rescheduled for later. Mike will work with the committee on finding a new date.

Board Governance reported by Angela Lassetter Committee Chair.

- a. Board members are requested to review, comments, and provide feedback on both the Strategic Plan and District Handbooks.
- b. Ryan Mahoney suggested that staff review strategic plan and provide suggested changes that Board might then review.
- c. Board Governance Training update – only one Board member still needs hours.
- d. GCA Graduation Update. The Graduation rates were included in the Operations report.
- e. Milestones Testing. The completion rates are exemplary. The completion rate in ES and MS showed improvement.
- f. SCSC Visit Final Response. Commission concerns have been addressed. June 27th is the School Performance Review.
- g. GCA Website. Angela Lassetter noted her disappointment in the website. There will need to be an overhaul to the GCA website by the next school year.

VI. **PUBLIC COMMENT:** There were no public comments.

VII. **EXECUTIVE SESSION: Motion** – Charlie Harper | **Second** – Angela Lassetter. Unanimously approved.

VIII. **ADJOURNED at 7:00 PM | Motion** – Charlie Harper | **Second** – Angela Lassetter. Unanimously approved.

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

Board Packet Documents for April 2018:

April 2018 Board Agenda

Head of School Report

Monthly Financial Report

Schools Report

Special Education Report
Operations Board Report
Human Resources Report
Family Academic Support Team Board Report
Instructional Report
Student Enrollment Report
Academic Dashboard
Governance Dashboard
Board Governance Training Policy
Promotion and Retention Policy
Lottery and Admission Policy
Fiscal Policies and Procedures Policy
2018-2019 School Calendar