

**GEORGIA CYBER ACADEMY (GCA)
BOARD OF DIRECTORS MEETING**

DATE: August 29, 2019 | **TIME:** 6:00 PM – 7:30 PM; (begins at 6:10 PM)

**LOCATION: ROBBINS ROSS ALLOY BELINFANTE LITTLEFIELD LLC, 500 14th Street, NW,
Atlanta, GA 30318**

CONFERENCE CALL DIAL-IN #: 1.515.606.5371 | **ACCESS CODE:** 675050#

Join Zoom Meeting: <https://georgiacyber.zoom.us/j/802279475>

Attendees: Kenneth Tennyson Asher (Board Chair), Ben Brumfield, Andrew Lewis, Eric Cochling

Absent: Juliann McBrayer

Board Employees/Contractors: Angela Lassetter (HOS), Michael Kooi (Executive Director), Alexa Ross (General Counsel), Heather Sharp (General Counsel), Mike Bruyere (Counsel Freeman, Mathis & Gary)

Staff Attendees: Melissa Komolafe (Admin), Susan Hammonds-Harris (HR), Erica Williams (HR), Jennifer Mitchell (Admin), Maria Blencowe (Communications), Andre Hopewell (CFO), Rosie Lowndes (Admin), Stacey Porter (Admin), Jessica Greear (Admin), Kristen Blanda (Admin), Jermal McCoy (Admin), Alfred Allen (Admin), Cathryn Harris (Admin), Crystal Adams (Admin), Deborah Phipps (Admin), Elisa Andrews (Admin), Jessica Shuman (Admin), June Cook (Admin), Kara Bridgers (Admin), Karen Miller (Admin), Kascha Adeleye (Admin), Kim Benefield (Admin), Kim Boyd (Admin), Kristy Howard (Admin), Michelda Watson (Admin), Michelle Gilyard (Admin), Natalie Williams (Admin), Elizabeth Rose (Admin), Gena Smith (Admin), Holly Bishop (Admin), Jacilyn Ledford (Admin), Madeline Jones (Admin), Maura Griffith (Admin), Melissa Phelps (Admin), Paige Hulsey (Admin), Sherene Mueller (Admin), Stacey Garbow (Admin), Stacey Porter (Admin), Susan Gilchrist (Admin), Allison Stanley (Admin), DeEtta Petcher (Admin), Terri Kramer (Admin), Linda Lewis (Admin)

Parents: Due to the large number of parents that dialed in to the meeting we are unable to document all names

Other: None

SUMMARY OF ACTIONS:

	MOTION	SECOND	ABSTAIN	VOTE
Motion to move to executive session	Andrew Lewis	Eric Cochling		Unanimous approved.
Motion to approve July 2019 board meeting minutes as amended	Andrew Lewis	Eric Cochling		Unanimous approved.
Motion to amend agenda to include motion to temporarily amend enrollment policy	Eric Cochling	Andrew Lewis		Approved.

Motion to temporarily amend enrollment policy for SY19/20, remove enrollment caps grades K-11, extend cutoff to October 1 st instead of September 1 st	Ben Brumfield	Andrew Lewis		Approved.
Motion to approve Fiscal Policies & Procedures with option to amend next month	Ben Brumfield	Eric Cochling	Andrew Lewis	Approved.
Motion to approve Student & Parent Handbook	Andrew Lewis	Eric Cochling		Unanimous approved.
Motion to approve Employee Handbook	Andrew Lewis	Ben Brumfield		Unanimous approved.
Motion to approve Infectious Disease Policy as amended	Eric Cochling	Andrew Lewis		Unanimous approved.
Motion to approve Professional Qualifications Policy	Andrew Lewis	Eric Cochling		Unanimous approved.
Motion to adjourn Board meeting.	Andrew Lewis	Eric Cochling		Unanimous approved

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- I. Call to order
 - II. Motion to move to executive session to consult and meet with legal counsel pertaining to pending or potential litigation, settlement, claims administrative proceedings or other judicial actions brought or to be brought by or against the school district or an officer of employee or in which the officer of employee may be directly involved, Motion by Andrew Lewis, seconded by Eric Cochling, unanimously approved.
 - III. Review and approval of July 17, 2019 meeting minutes
 - A. Correction needed in section 4, letter H, sub 3
 - i. Number should be 10,699
 - B. Motion to approve as amended by Andrew Lewis, seconded by Eric Cochling, unanimously approved.
 - IV. Motion to amend agenda to include motion to temporarily amend enrollment policy by Eric Cochling, seconded by Andrew Lewis. Unanimously approved.
 - A. HOS proposal to temporarily amend the enrollment policy for SY19/20 school year
 - i. Remove enrollment caps grades K-11- extend cutoff from September 1st to October 1st
 - ii. Due to fact that website and Facebook pages were redirected to K12- computer issues- families had various difficulties enrolling- want to provide equal access to students
 - iii. 12th grade will remain due to waiting list of over 400 families
 - B. Motion to temporarily amend enrollment policy for SY19/20, remove enrollment caps grades K-11,

extend cutoff to October 1st instead of September 1st by Ben Brumfield, seconded by Andrew Lewis, unanimously approved.

V. Finance Committee Report- including vote and approval of Fiscal Policies and Procedures- Andre Hopewell

- A. Due to loss of K12 staff, new hires
 - i. Welcome HR team- Susan Hammonds-Harris and Erica Williams
- B. Enrollment was discussed in finance meeting but will change according to needs
 - i. Count date will be 1st Tuesday in October
- C. Total funding \$88.5 million- \$5.6 million less than FY19
 - i. Federal funds \$6.7 million
 - ii. title 1 funds \$4 million
 - iii. total expenses/yr. approx.\$103 million- due to increased staffing, etc.
 - iv. Deficit- projected to become surplus
- D. Budget v. actuals
 - i. Decrease in expenses \$439,000- due to HOS initiatives and delayed staffing
 - ii. Projected to pass framework scores for 4th consecutive yr.- 15 points for all categories- 10 points for enrollment, etc.
- E. Motion to approve Fiscal Policies and Procedures by Ben Brumfield, seconded by Eric Cochling, Andrew Lewis abstained- motion approved.
- F. Fiscal audit update
 - i. Delays in process due to not being able to receive back up files- still working on post-closing opposing entries- title II- restricted funds- should be finalized September 30th

VI. Head of School Report – Angela Lassetter

- A. Finalized EOC and EOG reports
 - i. Still exceeding growth target set by state of GA
 - ii. CCRPI report- not favorable due to negative grad rate- scores will increase due to new aligned curriculum
 - iii. Work-based learning
- B. Governance dashboard
 - i. Training back to 0
- C. Board training in November 6,7 Calloway Gardens
- D. Student and parent handbook in front pocket for info
- E. Compliance and DOE report on time submissions 100% last year
- F. SCSC monitoring visit September 4th along with Superintendent Woods visiting
 - i. Kenneth requests more info on tab 7 summer remediation- prepares students for retesting- many students retained- several grade levels behind- remediation not a requirement- should see improvement spring EOG scores

VII. Governance Committee Report – Eric Cochling

- A. Motion to approve Student and Parent Handbook by Andrew Lewis, seconded by Eric Cochling, unanimously approved.
- B. Motion to approve Employee Handbook by Andrew Lewis, seconded by Ben Brumfield, unanimously approved.
 - i. Includes policies and procedures used since taking over management- developed by K12 HR- Trinet is currently providing HR services
- C. Motion to approve Infectious Disease Policy as amended by Eric Cochling, seconded by Andrew Lewis, unanimously approved.
 - i. Policy we must have due to state law
 - ii. Will make amendments- changed from board to school- 3.1, 3.2, 5.1, 5.2, 5.3, 5.4, 6.1

D. Motion to approve Professional Qualifications Policy by Andrew Lewis, seconded by Eric Cochling, unanimously approved

VIII. Next Board of Directors Meeting

A. September 18th, 2019- tentative

i. Conference room will not be available

IX. Public comments-

A. GCA teacher Jessica Shuman

i. Concerned about student computers

ii. Kenneth- GCA is working on issue- doing best to communicate with families

iii. Angela- aware of situation- there have been delays from Dell- all students who requested computers will receive one as soon as possible

B. Holly Bishop, GCA teacher

i. Concerned about not having grade book- students withdrawing and no way to assign grades

ii. Kenneth- thank you for bringing to board's attention- certain team is working diligently to resolve issue- will discuss further offline with leadership

X. ADJOURN

A. Motion to adjourn by Andrew Lewis, seconded by Eric Cochling, unanimously approved.