

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

DATE: December 11, 2019 | **TIME:** 5:00 PM – 6:30 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, Eric Cochling, Andrew Lewis, Juliann McBrayer

Absent: Alexa Ross (General Counsel)

Board Employees/Contractors: Angela Lassetter (HOS), Michael Kooi (Executive Director)

Staff Attendees: Melissa Komolafe (Admin), Jennifer Mitchell (Admin), Maria Blencowe (Communications), Andre Hopewell (CFO), Michelda Watson (Admin), Ayanna Anderson, Heidi Heidenescher, Ingrid Bailey, Janet Wheeler, Susan Rudd, Amanda Seebode, Amy Blanchard, Becky Moody, Janet Vaughan, Nicole Owens, Rosa Hamaker, Tyler Chitwood, Wendy Prescher, GCA Enrollment, Aleksandra Berry, Allison Godowns, Amy Brady, Amy Thurmond, Ashley Haynes, Brianne Carter, Courtney Hale, Deanna Stevenson, Evelyn Matias, Gena Smith, Gentry Lowe, Heidi Brady, Jaime Conner, Jennifer Tuck, Jenny Keiger, Jessica Cox, Karen Miller, Katie Harrison, Kelly Wood, Kim McNair, Lisa Bennett, Maria Waters, Maura Griffith, Megan Hand, Natalie Williams, Octavia Rowe, Patti Martin, Rachel Pereira, Sunshine Downs, Susan Hammonds-Harris, Susan Robertson, Terri Kramer, Trina Weaver, Whitney Harper, Whitney Moody

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	VOTE
Motion to approve November 2019 board meeting minutes	Andrew Lewis	Ben Brumfield	Unanimous approved.
Motion to approve revised GCA Nursing Policy	Ben Brumfield	Andrew Lewis	Unanimous approved.
Motion to approve waiver of Enrollment policy for grades K-2	Andrew Lewis	Eric Cochling	Unanimous approved.
Motion to move to executive session	Ben Brumfield	Andrew Lewis	Unanimous approved.
Motion to adjourn Board meeting.	Ben Brumfield	Andrew Lewis	Unanimous approved

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- I. Call to order- Kenneth Tennyson Asher
 - A. December board meeting date and time changed due to upcoming holiday and to accommodate board members' schedules
 - B. Wish everyone happy holiday season

 - II. Review and approval of November 21, 2019 meeting minutes
 - A. Motion to approve by Andrew Lewis, seconded by Ben Brumfield, unanimously approved.

 - III. Revision of GCA nursing policy- Mike Kooi
 - A. Revision last paragraph, page 2, health and safety
 - i. Staff trained by licensed nurse, diabetes management plan
 - B. Motion to approve by Ben Brumfield, seconded by Andrew Lewis, unanimously approved.

 - IV. Waiver of enrollment policy for grades K-2- Mike Kooi
 - A. Allow 2nd semester enrollment for these grades for January only
 - i. No current caps, but would like to get children started with GCA early to get comfortable with virtual model- greater chance of returning
 - ii. Considering making permanent part of policy, but will discuss further in committee
 - iii. Benefit to funding calculations as GCA will be penalized if enrollment numbers go down in March count
 - B. Kenneth question
 - i. Is there a target enrollment for January?
 - ii. Angela- between 500 and 750
 - iii. Andrew question- what is window to open and close- Angela- now for siblings and MKV, will close at end of January- students will not start until 2nd semester
 - iv. Eric question- Angela, do you expect any negative impact to current classes- Angela- K-2 classes are not full for our ratios at this time- should be no negative impact- may be small slow down in the beginning and after Christmas vacation- allowing students 6 more months in 2nd grade to come in to acclimate 2nd graders to next year's test
 - C. Motion to approve by Andrew Lewis, seconded by Eric Cochling, unanimously approved.

 - V. Head of School Report – Angela Lassetter
 - A. Governance Dashboard
 - i. Board training February 4-5
 - B. Academic performance data update
 - i. IN process of doing summative assessments for semester- IA3, NWEA
 - ii. Enrollment K-2- total enrollment a little less than 9K- 500-600 MKV enrolled collectively
 - iii. December preliminary Eoc 19/20 Winter Pre-Data- broad data- does not include attendance rate- up 7% in economics
 - iv. Eric question- enrollment projections- what is GCA doing to promote/market to families- Angela- social media adds, website, emails to families of siblings, communication to families which grades are open for enrollment, word of mouth
 - v. Kenneth question- is GCA doing any TV advertising- Angela- we plan to do it next year- Kenneth- what is overall marketing strategy- enrollment below 9K, have lost approx. 2K students- is GCA going to target any students that withdrew due to K12 computer issues- Angela- yes, we will be sending enrollment information to those families via email campaign- we do also have a whole marketing plan-feels confident about next year's enrollment

- vi. Andrew question- after August computer issues there has been a decrease- approx. 1K students and 300 per month- Andre- when numbers were higher we were losing more students per month, now our numbers are stabilizing partly due to decreased enrollment- Angela- we are much more stable than we were with K12
- C. Human resources update
 - i. HR dept still cleaning up from transition- almost completely hired well above previous years
 - ii. One unknown from this transition year involved testing logistics and that has been cleared up- new vendor- everything went very smoothly- very proud of everyone- Cantey is new vendor- able to use GCA computers instead of renting separate computers just for testing
 - iii. Partnerships growing including Google thanks to Tonette
- VI. Report on monthly financials- Andre Hopewell
 - A. P&L update p. 3
 - i. Overall YTD- \$1.6 million dollars per month savings due to M&T and delayed hiring
 - ii. Hold harmless reduction in funding- approx. \$6 million, almost 600K per month
 - iii. Mike- lobbyists working on getting funding back from hold harmless- waiting to meet with OPB
 - B. Andrew question
 - i. Why was GCA funding affected and not Connections- Mike- they did not have declining enrollment
- VII. Next Board of Directors Meeting
 - A. January 15th, 2020
- VIII. Public comments
 - A. None
- IX. Executive Session
 - A. 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 Ben Brumfield, seconded by Andrew Lewis, unanimously approved.
- X. ADJOURN
 - A. Motion to adjourn by Ben Brumfield, seconded by Andrew Lewis, unanimously approved.