

GEORGIA CYBER ACADEMY (GCA)
BOARD OF DIRECTORS MEETING

DATE: June 17, 2020 | **TIME:** 5:00 PM – 7:00 PM

LOCATION: <https://georgiacyber.zoom.us/j/99876630293>

OR

Dial in: <tel:+16465588656> (Meeting ID: 99876630293)

Board Attendees: Ben Brumfield, Eric Cochling, Andrew Lewis, Juliann McBrayer

Absent: Kenneth Asher (Board Chair)

Board Employees/Contractors: Angela Lassetter (HOS), Michael Kooi (Executive Director), Andre Hopewell (CFO), Alexa Ross (General Counsel)

Staff Attendees: Melissa Komolafe, Michelda Watson, Ahoba Arthur, Maria Waters, Ingrid Bailey, Lucretia Nolan, Lynea Laws, Stacey Porter, Susan Hammonds, Trina Weaver, Jennifer Mitchell

Parents: Due to the large number of staff and parents present at the meeting we are unable to document all names

SUMMARY OF ACTIONS:

	MOTION	SECOND	VOTE
Motion to approve May 2020 board meeting minutes	Eric Cochling	Andrew Lewis	Unanimous approved.
Motion to approve FY20-21 Budget	Eric Cochling	Andrew Lewis	Unanimous approved.
Motion to move to executive session	Andrew Lewis	Eric Cochling	Unanimous approved.
Motion to adjourn Board meeting	Ben Brumfield	Andrew Lewis	Unanimous approved

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- I. Call to order- Ben Brumfield
 - A. Welcome

 - II. Review and approval of May 2020 meeting minutes
 - A. Motion to approve by Eric Cochling, seconded by Andrew Lewis, unanimously approved.

 - III. Finance Committee report – Andre Hopewell
 - A. Finance committee did not go over monthly financials due to focus on budget

- i. Ben question- is anything out of ordinary- Andre- no- still in surplus for this year
 - ii. Eric question- decreases in expenses- increases in prior forecasted year and deficit- is that accurate- Andre- that is year over year comparison for increase in last year's deficit
 - iii. Mike- did not have finance committee meeting Friday- only 1 board member present
- B. FY20/21 Budget Discussion
- i. This is 2nd noticed discussion on the budget
 - ii. P.1 enrollment snapshot- 10,500 FTE projected for FY20/21- will show increase in QBE funding- just under 9K FTE funded last year- will give good increase for next year- still expecting same number of SPED students- funding update received today- DOE notified us that moving up from 14% funding cut to 11%- \$2.5 million added back to bottom line- comparison for charter supplement and QBE funding- approx. \$70.7 million
 - iii. Federal funding update- projecting 14%-15% cut- changed to 9%-10%
 - iv. Staffing compensation
 - a. No changes- considering bumping up our bonus pool
 - v. Other P&L Expenses
 - a. Funding- under \$79 million with state & federal funds- title 1 funds \$3.3 million
 - b. Teachers & instruction- total salary just over \$33.5 million- \$12.8 million for benefits
 - c. Non-instructional materials- decreased from last year- negotiated new rates
 - d. Conference, teacher training development- approx. \$500,000- includes facilities cost
 - vi. Student & Family Services
 - a. Proctor exam & testing administrative budget- under \$1 million- facility rental
 - b. Curriculum & computers \$9 million
 - c. Testing services- proctoring
 - vii. SPED contracted services
 - a. Vendors- Presence Learning- 50% of cost- Therapy Source 12%- Integrated Behavior Solutions 4.1%
 - b. Eric question- what is current number of SPED students? - Angela- approx. 1300
 - viii. Field Trips/School Events
 - a. Graduation- Honors Day- prom- savings in these categories due to COVID
 - ix. Admin, Governance & Technology
 - a. 2% commission fee to SCSC- usually see reimbursement around \$400,000-\$500,000
 - b. Legal services- projecting \$250,000 for next year
 - c. External PEOs- TriNet
 - d. Board, development & training- travel- approx. \$300K
 - e. Phone & salaries- admin, cabinet & district level staff salaries
 - f. Contract & admin temp labor
 - g. Technology services
 - x. Building lease, maintenance, water, electric, office supplies
 - a. General liability insurance \$120K
 - b. Total expenditures for next year approx. \$75.9 million- surplus of approx. \$3 million
 - xi. Mike- recommend passing budget- can always to adjustment once more info received regarding funding
 - xii. Motion to approve FY20-21 Budget
 - Motion to approve by Eric Cochling, seconded by Andrew Lewis, unanimously approved.
- IV. Head of School Report – Angela Lassetter
- A. Governance Dashboard
 - B. Academic Data

- i. Year over year analysis included in board report- pass rates going down some- doing better job of monitoring students- numbers more accurate
 - ii. Factors contributing to IA scores- new assessment tool- Illuminate- limited bank of test questions- test creators- heavily weighted compared to assignment scores- on camera testing-i-Ready & NWEA
 - iii. Will continue to use Illuminate- added curriculum coordinators who will also create tests- other improvements listed in board report- proud of students & teachers
 - iv. Andrew question- which data points concern you the most? - Angela- math- not seeing growth would like to see
- C. GaDOE reports and submissions 100% on time
- D. Graduation changed to virtual May 30- will consider adding to next year's in person ceremony- counseling dept did care packages for seniors- 680 graduates- 33 additional after summer credit recovery- should have grad rate at next board meeting
- E. Summer remediation ongoing- ends this week-190 students
- F. Master schedule in process
- G. Enrollment in process- over 5K applications received- goal still 10,500
- H. Finishing hiring for FY20/21
- I. Computer reclamation process going on
- J. Student & employee handbook in process- will present to governance committee next month
- V. Next Board of Directors Meeting
 - A. July 16th, 2020
 - i. Board strategic planning starts July 16th – must decide who we want to bring in to help with training- approved provider of board governance training- Brian Carpenter or Board on Track- proposal received from Brian Carpenter- will share with board members- more details coming
- VI. Public Comment
 - A. Teacher comment/question- concerned about upcoming F2F PD not virtual due to COVID
- VII. Executive Session
 - A. Motion to move to executive session to discuss and deliberate upon HR related matters, Motion by Andrew Lewis, seconded by Eric Cochling, unanimously approved.
- VIII. ADJOURN
 - A. Motion to adjourn by Ben Brumfield, seconded by Andrew Lewis, unanimously approved