

GEORGIA CYBER ACADEMY (GCA)
BOARD OF DIRECTORS MEETING

DATE: July 16, 2020 | **TIME:** 5:30 PM – 7:00 PM

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

OR

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

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

Absent:

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, Rosie Lowndes

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 June 2020 board meeting minutes	Andrew Lewis	Eric Cochling	Unanimous approved.
Motion to adopt/ratify Arbitration Settlement Agreement	Eric Cochling	Ben Brumfield	Unanimous approved.
Motion to approve Enrollment Policy Revision	Andrew Lewis	Juliann McBrayer	Unanimous approved.
Motion to amend agenda to discuss approval of new board member, Dr. Karen Terry	Ben Brumfield	Eric Cochling	Unanimous approved.
Motion to approve Dr. Karen Terry as new board member	Ben Brumfield	Andrew Lewis	Unanimous approved.
Motion to move to executive session	Eric Cochling	Andrew Lewis	Unanimous approved.
Motion to adjourn Board meeting	Ben Brumfield	Andrew Lewis	Unanimous approved

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- I. Call to order- Kenneth Asher
 - A. Welcome
 - B. Amendment to agenda

- i. Intro of new board member- add after HOS report
 - C. Reason for date change of board meeting
 - i. Done to accommodate board members' schedules

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

- III. Adoption of Arbitration Settlement Agreement
 - A. Motion to approve by Eric Cochling, seconded by Ben Brumfield, unanimously approved.
 - B. Part of settlement agreement includes non-disparagement clause- must be careful what we say with regard to K12- if any questions please reach out to Mike or Alexa

- IV. PD Training- Angela Lassetter
 - A. All communication has been sent regarding safety protocols set in place for PD next week- following Governor's orders- proud of staff & everything done to ensure safety- cut days from 5 to 2 except for presenters
 - B. PD is optional for all teachers & staff- no medical excuse is required- hands-on assistance is valuable- will be livestreaming
 - C. Andrew questions- what are potential risks if something goes wrong- what is greatest outcome if everything goes right
 - i. Angela- risk is someone could have COVID- government offices & businesses have gone back to work- the reward is preparation for students to have best start of school year
 - ii. Mike- all precautions are being taken- this is a difficult time & people are scared- solution was to make this optional for staff- if not comfortable attending in person can attend virtually- Andrew states he was not aware PD was 100% optional- Angela confirms nothing has to be submitted to HR & no medical documentation is needed – has been communicated in writing to staff & board
 - iii. Eric supports F2F PD
 - iv. Andrew is in support of school & all that has been done but does not agree with having teachers travel from across the state to attend the PD even with protocols put in place- health & safety issues- people are terrified- when board was considering meeting for planning considered virtual setting- does not believe in asking someone to do something he is not willing to do- does not believe reward is worth the risk
 - v. Eric clarifies board's plan to meet virtually was at the start of the Corona virus- decision was never revisited- wants everyone to understand the board's decision to meet virtually was not a recent decision
 - vi. Juliann does not believe situation is any better from time board decided to meet virtually- looking at statistics- is it still cost-effective to have a F2F PD- Angela- we do not have new numbers after making PD optional- at this point there will not be any refunds for money spent- will only be able to cancel hotel rooms without penalty- even though online school we have always conducted F2F training- this is nothing new
 - vii. Kenneth- board pleased with safety measures Angela & GCA have put in place- are concerned for staff safety so PD is no longer mandatory F2F- must either attend in person or virtually- unprecedented times- thank you Angela for sharing & feedback
 - viii. Ben cannot make any public comments regarding COVID, because he works for the CDC and may be taken as coming from the CDC

- V. Governance Committee Report- Mike Kooi
 - A. No committee meeting
 - B. Sent board members enrollment policy revisions

- i. Eric in agreement with enrollment policy changes- thinks board should vote in favor- please discuss need for changes
- ii. Angela- need for changes to enrollment policy have been discussed for approx. 1 year- policy did not allow for extreme circumstances- some clarifications were needed- language addresses circumstances for pandemics, states of emergency, natural disasters allowing us to take in extra students without having to do waiver if seats & computers available- increased percentages originally set in policy- allows for mid-year enrollment
- iii. Mike- numbers down this year due to computer issues last year so we don't want that to negatively effect the number of students we can serve this year
- iv. Motion to approve enrollment policy revision by Andrew Lewis, seconded by Juliann McBrayer, unanimously approved.

VI. CFO Update – Andre Hopewell

- A. No Finance committee meeting this month- no report due to financial audit-books not closed for FY20-A133 federal funds audit & regular audit-1st year GCA ended in surplus- board should be very proud – next board meeting will have July's 1st month's financials
- B. 1st allotment sheet out, but will change in next couple weeks
- C. Kenneth question- snapshot of total student population for 2021
 - i. Andre- initially projected 10,500 FTE but will exceed that due to spike in enrollment from COVID- have enough staff to support enrollment- making sure in place with board student to teacher ratios

VII. Head of School Report – Angela Lassetter

- A. Governance Dashboard
- B. Family & Student Handbook
 - i. School calendar
- C. Commission 1-year charter extension agreement signed by Kenneth & submitted- due to lack of CCRPI scores
- D. Grad rate goal 56% - working on unknown codes – working on known dropout codes
 - i. Kenneth question- what is grad rate goal based on- Angela – last year CCRPI numbers- 3% increase- 90% total grads of enrolled GCA students- next month will have number posted for school- 56% based on all students ever touched since 9th grade over past 4 years- proud of team for getting grad rate to 90%
 - ii. 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. Recommend approving mid-year enrollment in October for January- would like to announce & post for those that want another option from their regular schools' plan- no formal action needed- board ok with- receiving 2700 applications per week
 - i. Kenneth question- any support from commission or DOE- Angela meeting with commission tomorrow- discussing with Andre computers and staff- believe we can serve 13000 well- after that would have to discuss with DOE- cap on charter is just over 15k students- concern students would go back to regular schools after COVID- would need funding through end of year or would have to furlough teachers
- F. Computer reclamations in process
- G. Employee handbook in process
- H. 7/22/2020 SCSC docs will be submitted including school pandemic plan

- I. Researching replacement for Milestones- crucial data point for virtual school- researching GMAP pilot group- if successful would be allowed to test virtually- will save money & make GCA more efficient
- J. Working on 3-year strategic plan & school improvement plan
- K. Hiring almost complete
- L. All computer orders have been received- thank you board for approving order
- M. Master schedule almost finished- thank you counseling dept
- N. Kenneth question- HR report- can it be developed to provide summary total of all positions & by dept- Angela will develop to include data
- O. Status update on related service manager- Andre- went live July 1st- working out a few bugs, API integration, bill.com- outputs not aligning
- VIII. Motion to amend agenda to discuss approval of new board member, Dr. Karen Terry
 - A. Motion to approve by Ben Brumfield, seconded by Eric Cochling, unanimously approved.
 - B. Dr. Karen Terry has strong virtual background- worked at GCA several years ago- think she will be great fit for board- Eric agrees
 - C. Motion to approve Dr. Karen Terry as new board member
 - i. Motion to approve by Ben Brumfield, seconded by Andrew Lewis, unanimously approved.
- IX. Next Board of Directors Meeting
 - A. August 19th, 2020
- X. Public Comment
- XI. Executive Session
 - A. Motion to move to executive session to discuss and deliberate upon litigation, potential litigation & HR related matters, Motion by Eric Cochling, seconded by Andrew Lewis, unanimously approved.
- XII. ADJOURN
 - A. Motion to adjourn by Ben Brumfield, seconded by Andrew Lewis, unanimously approved