



**HARRIET TUBMAN**  
SCHOOL OF SCIENCE  
& TECHNOLOGY  
"A Lighthouse in the Community"

**Harriet Tubman School of Science and Technology**  
Board of Directors Monthly Meeting (Conference Call)

# Meeting Minutes

October 14, 2020 at 7:30am

**Date and Time :** Tuesday, September 15, 2020, 6:15pm – 8:00pm (EST)

**Location :** Due to COVID-19 related safety precautions, the Board of Directors meetings will be held over conference call.

Conference Call: (515) 604-9020 Pin: 181269

	<b>AGENDA ITEM</b>	<b>MEETING NOTES</b>
	<b>Opening</b>	<p>a. Record Attendance and Guest All guests identified themselves. Participants present included Kamaria Finch, Angela Chambliss, Joe Sumpter, James Agazie, Mia Powell, Arnold Pierce, and Kelli Anderson. Bailey Dryden from State of Georgia attended for Monitoring. Quorum established.</p> <p>b. Call the Meeting to Order</p> <p>c. Approve Minutes (August Meeting) Meeting called to order at 6:15pm by Board Chair stating the mission of the school.</p> <p>Board Chair, Kamaria Finch entertained motion for updating agenda for approval of amending agenda to include in agenda adoption. Mia Powell moved and Angela Chambliss seconded. Vote passed unanimously.</p> <p>Agenda approved by Angela Chambliss and seconded by Joe Sumpter. Vote passed unanimously.</p> <p>Meeting minutes reviewed. Angela amended meeting minutes to state that no public comments present at August 2020 meeting. Mia Powell seconded. Vote passed unanimously.</p>
I.	<b>Public Comment</b>	Open for Public Comment No visitors present for public comment.
II.	<b>Board Member Transition</b>	a. New Board Members Introduction Kelli Anderson and James Agazie introduced themselves. Angela Chambliss moved for transitioned of New Board Members. Joe Sumpter seconded. Vote passed unanimously.
V.	<b>Governance Reports</b>	<p>a. Program (Operations &amp; Academics) Mia Powell provided a report for academic and operational progress. Pleasing reports from parents on students have been received. Iready and Bloomz are able being explored to assist with strengthening operations and parent communication. Bloomz also allows for school calendar integration. Weekly 1:1 with teachers have started as of September 1, 2020. Kelli Anderson moved for acceptance of report. James Agazie seconded. Vote passed unanimously.</p> <p>b. Fiscal Operations</p> <p>c. Operations (Facilities)</p> <p>Fiscal Operations report was given by CFO, Arnold Pierce. Vendor WPG replaced previous CFO. New CFO is Arnold Pierce. Arnold reviewed the profit and loss statement as of August 31, 2020. Obligations have also</p>

been met. James Agazie moved for acceptance of report. Kelli Anderson seconded. Vote passed unanimously.

Operational facility report was provided by Angela Chambliss and Kamaria Finch. Mold remediation in progress. ADA compliance review underway. Facility is open from 8:30am - 4:30pm daily with 1:00pm - 2:30pm daily drop in hours. Kelli Anderson motioned for acceptance of report. James Agazie seconded. Vote passed unanimously.

/. **Other Business**

- a. Restatement of previous vote related to software permissions. Restatement of motion from August 2020 meeting. Angela Chambliss moved to ensure continuity of logins for all applications and software purchased or acquired by the school should remain intellectual property of the school. Kelli Anderson motioned for acceptance. Joe Sumpter seconded. Vote passed unanimously.
- b. Financial Policies Approval Arnold Pierce previously provided financial policies for board review. A brief overview of policies refined was provided. Internal Controls processes added to strengthening our fiscal responsibilities. Financial policies are adopted as standard operating procedures to control documents. Angela Chambliss moved and Kelli Anderson seconded. Voted passed unanimously.
- c. Board meeting date/time/ and zoom?

Angela Chambliss requested to the date of monthly board meeting be updated to the third Thursday at 6:15pm. Meeting recurrence will be updated on website and reflected in legal organ notating change. Angela Chambliss moved and Joe Sumpter seconded. Vote passed unanimously.

Website will be updated by September 18. Legal Organ will be created as well.

b. **Closing Items**

- a. Board Training Dates Available Annual state board training requirements have been shared via email. Additional training opportunities have been identified for governance operational excellence.

Joe Sumpter informed the board of his resignation and granted well wishes to the committee. Joe Sumpter provided written statement. Board Chair thanked Joe for his service.

Angela Chambliss moved to adjourned the meeting at 7:03pm. Kelli Anderson at 7:03pm seconded. Meeting closed at 7:03pm.

Submitted by Angela Chambliss, Board Secretary

September 17, 2020