

Georgia Charter Education Foundation, Inc. & Coweta Charter Academy

Board Meeting

Tuesday, November 28, 2023| 6:00PM

Coweta Charter Academy

6675 E., GA-16

Senoia, GA 30276

Agenda

I. Call to Order

II. Agenda Approval

III. Administration

- a. Board Meeting Minutes Approval 10/24
- b. Special Called Board Meeting Minutes 11/10
- c. SCSC Board Training Registration
- d. GCSA Conference Registration

IV. Interim Principal's Report

- a. Superintendent's Annual Report Submission
- b. FTE/CPI/Student Class October Count Update
- c. Charter Renewal Process Update
- d. Principal contact information/reporting sign-off Update
- e. School Highlights

V. CSUSA Updates and Deliverables

- a. CPF Metrics Scorecard Update
- b. CSUSA Department Contact List (with emails and phone numbers)
- c. Reports and Informational Items requested by the Board at meetings and via email dating from August 1, 2023 to present
- d. Angela Lassetter school email set-up
- e. Gene Dunn and Angela Lassetter full SIS administrative rights
- f. Gene Dunn's AP/Reimbursements/Hiring/Payroll final approval set-up
- g. Payment of Angela Lassetter invoices
- h. Financial Items
 - i. Audit Update
 - ii. Monthly Financial Reports
 - iii. Required Financial Report Submittals Update
 - iv. LID Budget
 - v. LID Federal Programs Budget
 - vi. 23-24 Comprehensive Vendor/Service Provider List

VI. Financial

- a. Enrollment Update
- b. Grant Applications
- c. Financial Consultant, Terence Washington
- d. Business Manager Search
- e. AR/AP & Reimbursement System Review
- f. Credit Cards & Credit Line Update

VII. Human Resources

- a. Benefits and Payroll Update
- b. Federal Programs, Grants, and Operations Director, Lucretia Nolan
- c. Operations Administrator Update
- d. Hourly Employees' Compensation/School Holidays
 - i. Substitute Teachers
 - ii. Paraprofessionals
 - iii. After-school Specialists
 - iv. Independent Classroom Instructional Contractors
- e. January 23-24 Compensation Leveling Review

- f. 24-25 Salaried Employee Compensation Review
- g. Staffing – Alternate Pathways
 - i. GACE Exams
 - ii. West Georgia & Griffin RESA
 - iii. GaTAPP
- h. Open Positions Update

VIII. Academics and Instructional Program

- a. EIP Program
 - i. Science of Reading
 - ii. Furlow mentoring and school visit
 - iii. Innovative 24-25 model
- b. Curriculum and Resources
 - i. New curriculum purchase updates
 - ii. 24-25 Math and ELA curriculum review
 - iii. Curriculum Professional Development
 - iv. Zearn K-8
 - v. IXL for 9th Grade Classes (Lit & Algebra)
 - vi. Adventure Academy
 - vii. TypingPal
- c. Tutoring Program update
- d. Special Education
 - i. SE Self-Contained Classroom
 - ii. SE Pull-out Classroom
 - iii. 24-25 SE resources review
 - iv. Special Education Professional Development
- e. Other PD and Training
 - i. CPR/AED/Choking
 - ii. Gifted
 - iii. Classroom Management
- f. Library Options
- g. Classroom Supplies
- h. Paper allocation update

IX. Facilities and Supplies

- a. Janitorial Services Update
- b. Door Repairs
- c. Plumbing Repairs
- d. HVAC Repairs
- e. Health & Safety Supplies
 - i. First Aid Box
 - ii. Portable AED
 - iii. Choking Plunger
 - iv. Clinic Ice Machine

X. Operations

- a. School Website/Communications Hosting, Compliance, Information, and Navigation
- b. Technology Support Vendor

XI. Governance

- a. Board Meeting Oversight Reports and Tracking Tools Development
- b. Mission, Vision, & Belief Statements/School Values

XII. Public Comment

XIII. Executive Session

(To enter into a contract to purchase, dispose of or lease property, subject to approval in a subsequent public vote *and* To enter into an option to purchase, dispose of, or lease real estate, subject to approval in a subsequent public vote *and* To consult and meet with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings or other judicial actions)

XIV. Confirmation of Next Board Meeting & Committee Dates/Times

XV. Adjournment