

## MEETING MINUTES

**Name of Foundation:** Georgia Charter Education Foundation

**Board Meeting:** Georgia Charter Education Foundation Finance Committee Meeting

**School(s):** Coweta Charter Academy at Senoia

*The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.*

<b>Date:</b>	<b>Start</b>	<b>End</b>	<b>Next Meeting:</b>	<b>Next time:</b>	<b>Prepared by:</b>
March 17, 2022	4:08pm	5:04pm	April 19, 2022	4:00pm	Anna Nuckolls
<b>Meeting Location:</b>					
Coweta Charter Academy 6675 Hwy 16 E Senoia, GA 30265					

<b>Attended by:</b>	
<b>Board Members: (on Phone)</b> Margarette Coleman, Director Mary Knight, Director Maggie Peters, Director <b>Absent:</b>	<b>Other Attendees:</b> Christine Locrotondo, Financial Analyst, CSUSA Reagan Hage, NEI Anna Nuckolls, CCAS School Enrollment Administrator, Board Liaison Lakela Johnson, School Operations Administrator

### **CALL TO ORDER**

*Pursuant to public notice, the meeting commenced at 4:08pm with a Call to Order by GCEF Board Director, Maggie Peters. Roll call was taken, and quorum established.*

#### **I. FINANCE COMMITTEE**

**MOTION: MOTION WAS MADE BY REAGAN HAGE AND SECONDED BY MARGARETTE COLEMAN TO ADD COMPREHENSIVE FRAMEWORK REVIEW TO THE AGENDA. MOTION WAS APPROVED UNANIMOUSLY.**

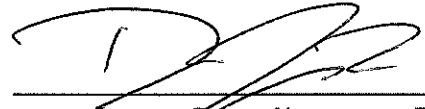
**MOTION: MOTION WAS MADE BY MAGGIE PETERS AND SECONDED BY REAGAN HAGE TO ADD THE FOLLOWING ITEMS TO THE AGENDA AFTER THE MONTHLY FINANCIAL REVIEW: HVAC UPDATE, ANNUAL BUDGET PROCESS, AND MODULAR EXPANSION. MOTION WAS APPROVED UNANIMOUSLY.**

**MOTION: MOTION WAS MADE BY MARY KNIGHT AND SECONDED BY MARGARETTE COLEMAN TO ADD TO THE AGENDA AN UPDATE OF EXPECTATION OF INFORMATION. MOTION WAS APPROVED UNANIMOUSLY.**

- **Review Monthly Financials**
  - Reagan Hage, NEI, reviewed the board the monthly financials ending February 28, 2022.
  - Under Miscellaneous income, there is a new adjustment due to a new requirement fo all state schools under the policy GASB#84. These charges are placed under miscellaneous income until it can be allocated in the proper category.
  - Under compensation, the board inquired about who falls under the guidance and other support/aides. Mr. Hage is to follow up with the board by next meeting regarding their request.
  - After reviewing the monthly financials ending February 28, 2022, with the committee, Mr. Hage answered and addressed all questions presented by the board committee.
  
- II. COMPREHENSIVE PERFORMANCE FRAMEWORK (CPF) REVIEW**
  - Reagan Hage, NEI, received the CPF framework by the SCSC and it was determined that CCAS has met all three criteria for academic standards, financial standards, and operational standards for the first time in the history of Coweta Charter.
  
- III. HVAC UPDATE**
  - Reagan Hage, NEI, gave an update to the board regarding the HVAC systems. Currently, Mr. Hage stated that they are waiting for the response regarding the compliance investigation and should have a response by March 18th.
  
- IV. MODULAR/SPATIAL UTILIZATION UPDATE**
  - Reagan Hage, NEI, state to the board that we are in a holding pattern due to the HVAC compliance investigation. At this point, the modulares would not be ready by August 2022 and compliance is the most important thing.
  - Maggie Peters stated that she walked through the facility for ideas for using the existing space better.
  
- V. ANNUAL BUDGET PROCESS**
  - The 2022-2023 budget is due to be approved by end of June 2022. The first initial budget meeting will be held at the finance committee meeting on April 19 at 4pm. The second finance meeting to discuss the budget will be held on May 10 at 4 pm.
  - It was brought to the committee's attention that the first budget meeting would need to be rescheduled due to a school event conflict held during the same time. The committee will work with the other board members to choose the new date for the financial committee and first budget meeting.
  
- VI. EXPECTATION OF INFORMATION**
  - Mary Knight mentioned to the committee that a letter was sent to CSUSA requesting the financial information to be given to the board. The letter requested the following items: a current general ledger, any deferred payments, and budget details for current fiscal year. The letter gave CSUSA 30 days from March 15, 2022, to respond. Mr. Hage will follow up with CSUSA regarding the letter and requests.
  
- VII. PUBLIC COMMENTS**
  - Offered for public comments
    - No outside attendees to provide comments.

**VIII. ADJOURNMENT**

**MOTION: MOTION WAS MADE BY MARGARTTE COLEMAN AND SECONDED BY MARY KNIGHT TO ADJOURN AT 5:04PM THE MARCH 17, 2022 GEORGIA CHARTER EDUCATION FOUNDATION BOARD FINANCE COMMITTEE MEETING, AS PRESENTED. MOTION WAS APPROVED UNANIMOUSLY.**

  
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Danny Nungesser, Board Chair

Date: April 19, 2022

