

# **MEETING MINUTES**

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

**Board Meeting:** Georgia Charter Education Foundation

**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>
September 28, 2021	6:05pm	6:56pm	October 26, 2021	6:00 pm	Anna Nuckolls
<b>Meeting Location:</b>					
Coweta Charter Academy 6675 Hwy 16 E Senoia, GA 30265					

<b>Attended by:</b>	
<p><b>Board Members:</b> Sandi Mosher, Board Chair Maggie Peters, Treasurer Margarette Coleman, Director Tracie Fleming, Director Beth Duncan, Director Danny Nungesser, Vice Chair Mary Knight, Director</p> <p><b>Absent:</b></p>	<p><b>Other Attendees:</b> Teresa Ellison, CCAS Principal Lauren Greer, Board Attorney Christine Locrotondo, Financial Analyst, CSUSA Reagan Hage, NEI Richard Hage, NEI Anna Nuckolls, School Enrollment Administrator, Board Liaison Rob Caney, CCAS Dean of Students Elisa Falco, consultant of GCSA</p>

## **CALL TO ORDER**

*Pursuant to public notice, the meeting commenced at 6:05pm with a Call to Order by GCEF Board Chair, Sandi Mosher. Roll call was taken, and quorum established.*

### **I. ADMINISTRATIVE**

- Amendment to the August 30, 2021 Minutes

**MOTION: MOTION WAS MADE BY MAGGIE PETERS AND SECONDED BY MARGARETTE COLEMAN TO AMEND THE AUGUST 30, 2021 MINTUES TO ADD THE REASON OF BOND RESOLUTION TO THE EXECUTIVE SESSION OF THE AUGUST 30 MINUTES. MOTION WAS APPROVED UNANIMOUSLY.**

- Approval of the August 30, 2021 Meeting Minutes of the Georgia Charter Education Foundation.

**MOTION: MOTION WAS MADE BY TRACIE FLEMING AND SECONDED BY MAGGIE PETERS TO APPROVE THE MINUTES OF THE AUGUST 30, 2021 GEORGIA CHARTER EDUCATION FOUNDATION, INC. MEETING, AS PRESENTED. MOTION WAS APPROVED UNANIMOUSLY.**

## II. CSUSA REPORTS

### • **Principal Report**

- Teresa Ellison, CCAS Principal, presented to the GCEF Board Report overviewing current enrollment, updates on staffing, school, and facility, school wide activities and technology.
- The 2021-22 School Year Enrollment currently is at 775 students with a budgeted enrollment goal of 820 students. There were 25 student withdrawals during the month of August with various reasons for withdrawal.
- **Enrollment:** CCAS is setting at a total of 776 students. The budgeted enrollment for 2021-2022 is 820 students. In the month of September, CCAS had 10 withdrawals for various reasons, 3 suspensions, and 10 new students.
- **Staffing Update:** CCAS has various open positions for employment which include Middle School Special Education Teacher, Gifted Teacher, Student Services Coordinator, Special Education Paraprofessional, substitute teachers, aftercare staff, and facility workers. CCAS had 1 paraprofessional resign. CCAS has provided teachers with various professional development and professional learning communities, which included Coaching Cadre, Grade Level PLCs (Professional Learning Communities), Grade Level MTSS meetings, Orton Gillingham Math training, Gifted Endorsement Cohort, English Language Learner, Assistant Principal and Principal Meetings, and Students with Difficult Behaviors.
- **School update:** CCAS had NEI visits in September regarding operations, instructional support, and special education consultant. With the regards to the LEA compliance, CCAS is currently waiting for the CLIP to be upgraded. FY21 Grant reviews are in the process to be drawn down. After school clubs and enrichment programs have begun this week and next week will begin our ARC tutoring program focusing on math or reading remediation.
- **Facility Updates:** A staff survey was sent out the past week to review the areas of need that the staff may have. One of the concerns of staff members is the cleanliness of the building. We have hired a 2<sup>nd</sup> facilities worker for the evenings, which seem to help. The staff are also teaching the students to respect their environment around them by leaving the area they are in better than they found it.
- The grease trap in the kitchen will be cleaned on October 8.
- Outdoor classroom is still delayed but hope to have it in place in the month of October.
- The generator will be serviced soon and updated.
- **School/PTC/Community Activities:**
- The lunch and learn series for our parents overviewed iReady and how to understand the scores of their students.
- We held another House System Meeting this month. The meeting topic was about service and how to serve others.
- We held a community event on September 16 called Aloha Summer. We had a great turn out which included students from our school as well as community families that do not attend.
- CCAS had a community booth at the Kiwansis Coweta County Fair as part of an awareness and outreach.
- CCAS was a sponsor for Newnan FUMC preschool consignment sale where 300 flyers were given out to the attendees.
- Our next community event will be on October 16 for our fall festival.

- **Technology:** CCAS new devices have arrived and distributed out to teachers. The insurance policy for the technology is optional this year for parents to purchase if they wish. Principal Ellison wants the board to consider for next year that all parents to purchase the insurance in order to be able to cover costs for repairs and replacements.
- **Actual grade level breakdown enrollment:** The board packet included a grade level breakdown of the current enrollment.
- **District rankings and performance slides:** District rankings and performance slides are included in the board packet this month again to show the charts in color. The information is the same as last month but also included the iReady scores which is on page 20 of the board packet.
- Overall, Mrs. Ellison answered and addressed all questions from the GCEF Board Members.

### III. FINANCIAL REPORT

- **Monthly Financial Review**
  - Reagan Hage, NEI, reviewed the monthly report for period ending August 31, 2021. Mr. Hage opened each section for any questions. The board brought questions regarding the audit and the required documents that needed be sent. Christine Locrotondo will follow up on getting the documents that is needed.
  - The board asked about the details in line item under fixed expense; Christine Locrotondo will review and follow up with the board regarding those details of that line item.
  - There were no additional questions from the board regarding what was presented.

**MOTION: MOTION WAS MADE BY DANNY NUNGESSER AND SECONDED BY BETH DUNCAN TO APPROVE THE MONTHLY BUDGET REVIEW OF AUGUST 31, 2021, AS PRESENTED. MOTION WAS APPROVED UNANIMOUSLY.**

### IV. OLD BUSINESS

- None

### V. NEW BUSINESS

- None

### VI. PUBLIC COMMENTS

- Offered for public comments. No outside attendees for public comments.

### VII. ADJOURNMENT

**MOTION: MOTION WAS MADE BY BETH DUNCAN AND SECONDED BY MARGARETTE COLEMAN TO ADJOURN THE SEPTEMBER 28, 2021 GEORGIA CHARTER EDUCATION FOUNDATION BOARD MEETING AT 6:56pm, AS PRESENTED. MOTION WAS APPROVED UNANIMOUSLY.**

  
Sandi Mosher, Board Chair

Date: 10/26/21

