

# 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>
March 23, 2021	6:04pm	7:20pm	April 20, 2021	6:00 pm	Anna Nuckolls
<b>Meeting Location:</b>					
Coweta Charter Academy 6675 Hwy 16 E Senoia, GA 30265					

<b>Attended by:</b>	
<b>Board Members:</b> Sandi Mosher, Board Chair Danny Nungesser, Director Maggie Peters, Director Margarette Coleman, Director	<b>Other Attendees:</b> Teresa Ellison, CCAS Principal Lauren Greer, Board Attorney Christine Locrotondo, Financial Analyst, CSUSA Reagan Hage, NEI Anna Nuckolls, School Enrollment Administrator, Board Liaison Elisa Falco, GCSA Executive Vice President
<b>Absent:</b>	

## **CALL TO ORDER**

*Pursuant to public notice, the meeting commenced at 6:04pm with a Call to Order by GCEF Board Chair, Sandi Mosher. Roll call was taken, and quorum established.*

### **I. ADMINISTRATIVE**

- Approval of the February 23, 2021 Georgia Charter Education Foundation Meeting Minutes  
**MOTION: Motion was made by Margarette Coleman and seconded by Maggie Peters to approve the minutes of the February 23, 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 board a school update overviewing current enrollment count of 740 and projected enrollment of 829 for 2021-22 school year. In preparations for the next school year, Mrs. Ellison informed the board that surveys have been sent out to teachers as well as parents in hopes to offer more opportunities for Coweta Charter to become better and different than the local public schools. These surveys consisted of interest in high school credit and other middle school electives as well as parent/student feedback about CCAS. She also notified the board that CCAS was fortunate to have a local pharmacy provide teacher their first dose of the

COVID-19 vaccine last Tuesday with a help of a parent who works at the local pharmacy. Overall, Mrs. Ellison answered and addressed all questions from the GCEF Board Members.

### III. FINANCIAL REPORT

#### • Monthly Financial Review

- Christine Locrotondo, Financial Analyst, CSUSA, reviewed the monthly report for period ending February 28, 2021.
- There were no questions from the board regarding what was presented.

**MOTION: Motion was made by Danny Nungesser and seconded by Margarett Coleman to approve the monthly budget review of February 28, 2021, as presented. Motion was approved unanimously.**

### IV. OLD BUSINESS

- None

### V. NEW BUSINESS

#### • SCSC Response Letter

- Ms. Greer, board attorney, updated the Board on the SCSC findings. She explained the responsive items to address each of the Commission's findings, and when appropriate the corresponding policy updates. The Board approved moving forward with a CAP responsive to the SCSC findings with the following items:
  1. Documentation showing an updated inventory management system that includes the addition of identified missing fields required by federal regulation.
  2. Confirmation of the School's current financial policy on purchasing; evidence of employee training for proper implementation and enforcement
  3. March 2021 meeting agenda compliant with the Open Meeting Act
  4. Evidence of employee training on compliance with the Open Records Act
  5. Supporting evidence of updated website that complies with requirements of SCSC Rule 691-2-.03(7)
  6. Annual FERPA Notice and supporting evidence of incorporation into handbook and notice of updates

**MOTION: Motion was made by Maggie Peters and seconded by Danny Nungesser to authorize Sandi Mosher and the attorney to proceed with the response letter of the SCSC findings, as presented. Motion was approved unanimously.**

#### • Schedule Change of 2021-22 School Calendar

- Teresa Ellison, CCAS Principal, presented to the board a minor change to the 2021-22 school year with the addition of a half day/early release on October 7, 2021. This early release will allow professional development and parent/teacher conferences without altering the 180-school day count.

**MOTION: Motion was made by Maggie Peters and seconded by Margarett Coleman to approve the addition of the half day to the 2021-22 school calendar as presented. Motion was approved unanimously.**

#### • Promotion Retention Policy

- Teresa Ellison, Principal Ellison, provided the board an update to the promotion retention policy with the revision of milestones statement. The statement

mentions that the Milestone testing will not be a requirement of the 3rd, 5th, and 8<sup>th</sup> grade promotion retention for this school year.

**MOTION: Motion was made by Margarette Coleman and seconded by Danny Nungesser to approve the addition of the Milestone Statement in the Promotion/Retention Policy for the 2021-22 school calendar, as presented. Motion was approved unanimously.**

- **Grant Purchase Plan**

- Teresa Ellison, CCAS Principal, proposed to the board the grant purchase plan of the awarded grants, ESSER II Grant and CSP Grant. For the ESSER II Grant, CCAS was awarded \$248,202 and listed in the packet are line items that will be allocated, which includes expenses for technology to assist in virtual learning.
- For CSP Grant plan, CCAS was awarded \$139,255 and listed in the board packet are potential expenses which will allow us to recoup funding expenses caused by the pandemic. The line items presented to the board will allow us to purchase new technology and technology accessories in the classrooms; cost amount is not yet determined.

**MOTION: Motion was made by Margarette Coleman and seconded by Maggie Peters to approve the Grant Purchase plan for the ESSER II Grant and CSP Grant Spending Plan, as presented. Motion was approved unanimously.**

- **Bond Refinancing**

- Bond refinancing plan was tabled from last meeting to the current meeting.
- Reagan Hage, NEI, asked for permission from the board to move forward with the bond refinancing and if there are any additional questions about the bond refinancing plan or processes since the last board meeting. Overall, Mr. Hage answered and addressed all questions from the GCEF Board Members.

**MOTION: Motion was made by Danny Nungesser and seconded by Margarette Coleman to move forward with the GCEF Charter School Revenue Refunding Bonds refinance as presented. Motion was approved unanimously.**

- **Bus Transportation for 2021-22**

- Reagan Hage, NEI, provided an update to the board on bus transportation. He found there is a need to provide bus transportation. With his findings, Mr. Hage proposes to bring back only three buses to come back for the 2021-22 school year with a concentration on the area of need. Mr. Hage hopes to provide costs regarding the buses from local companies at the next board meeting.

**No motion was made as the information presented was an update to the board.**

- **Special Education Implementation Manual**

- Teresa Ellison, CCAS Principal, reports to the board that CCAS has had this manual since the school's inception as far as policies and procedures in how we implement students who may qualify for special education services. In the cross functional monitoring this school year, the manual had some missing items that are required to be compliant. Mrs. Ellison reports some of the major findings included information pertaining surrogate parents, high school diplomas, and other information that did not necessarily pertain to a kindergarten through eighth grade school, which is why it was not included. These items have been updated and included in the Special Education Implementation Manual. Mrs.

Ellison informed the board that the updated manual has been signed off and approved by the GaDOE Special Education Compliance director and is asking the board to approve the changes made to update the date on the manual.

**MOTION: Motion was made by Margarett Coleman and seconded by Danny Nungesser to approve the changes made to the Special Education Implementation Manual, as presented. Motion was approved unanimously.**

**VI. PUBLIC COMMENTS**

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

**VII. ADJOURNMENT**

**MOTION: Motion was made by Maggie Peters and seconded by Margarett Coleman to adjourn the March 23, 2021 Georgia Charter Education Foundation board meeting at 7:20pm, as presented. Motion was approved unanimously.**



Sandi Mosher, Board Chair

Date: 4/27/21