

MEETING MINUTES

Name of Foundation: Georgia Charter Education Foundation

Board Session: 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.

Date:	Start	End	Next Board Meeting:	Next time:	Prepared by:
May 23, 2023	6:01pm	9:27PM	June 27, 2023	6:00 pm	Maggie Peters
Meeting Location:					
6675 E., GA-16 Senoia, GA 30276					

Attended by:	
Board Members: Danny Nungesser, Board Chair Beth Duncan, Vice Chair Maggie Peters, Director Tracie Fleming, Director Margarette Coleman, Director Mary Knight, Treasurer Absent:	Other Attendees: Teresa Ellison, CCAS Principal Lauren Greer, Board Attorney Rob Caney, Assistant Principal Reagan Hage, NEI Christine Locrotondo

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 6:01 pm with a Call to Order by GCEF Board Chair, Danny Nungesser. Roll call was taken, and quorum established.

MOTION: MOTION WAS MADE BY TRACIE FLEMING AND SECONDED BY MARGARETTE COLEMAN TO MOVE DISCUSSION ON GOVERNANCE TO THE III ITEM ON THE AGENDA FOR THE MAY 23, 2023 BOARD MEETING. MOTION PASSED UNANIMOUSLY.

MOTION: MOTION WAS MADE BY MARY KNIGHT AND SECONDED BY MARGARETTE COLEMAN TO ADD THE DISCUSSION OF NEW BOARD MEMBER AND VOTE UNDER GOVERNANCE TO AGENDA FOR THE MAY 23, 2023 BOARD MEETING. MOTION PASSED UNANIMOUSLY.

MOTION: MOTION WAS MADE BY BETH DUNCAN AND SECONDED BY MARY KNIGHT TO ADD THE PURCHASE AND DISPOSAL OF PROPERTY TO THE CURRENT EXECUTIVE SESSION TOPICS ON THE AGENDA FOR THE MAY 23, 2023 BOARD MEETING. MOTION PASSED UNANIMOUSLY.

I. PUBLIC COMMENTS

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

II. ADMINISTRATIVE

- A. Approval of April 19, 2023 Finance Committee Minutes

MOTION: MOTION WAS MADE BY MARY KNIGHT AND SECONDED BY BETH DUNCAN TO APPROVE THE APRIL 19, 2023 FINANCE COMMITTEE MEETING MINUTES. MOTION PASSED UNANIMOUSLY.

- B. Approval of April 25, 2023 Board Minutes
MOTION: MOTION WAS MADE BY TRACIE FLEMING AND SECONDED BY MARGARETTE COLEMAN TO APPROVE THE APRIL 25, 2023 BOARD MEETING MINUTES. MOTION PASSED UNANIMOUSLY.

III. GOVERNANCE

- A. Discussion of new board member and vote
- Maggie Peters shared the resume and introduced prospective board member, Jennifer Hughey, to the board. She made the recommendation for their consideration to vote and add her as a board member.
 - Board reviewed the resume and discussion was opened to ask any questions to Jennifer Hughey.

MOTION: MOTION WAS MADE BY BETH DUNCAN AND SECONDED BY TRACIE FLEMING TO ADD JENNIFER HUGHEY AS A MEMBER OF THE BOARD OF DIRECTOR FOR THE GEORGIA CHARTER EDUCATION FOUNDATION. MOTION PASSED UNANIMOUSLY.

- B. GCEF 2023-24 Meeting Calendar
- Reagan Hage presented calendar to board to review
- MOTION: MOTION WAS MADE BY TRACIE FLEMING AND SECONDED BY MARGARETTE COLEMAN TO APPROVE THE 2023-24 CALENDAR FOR THE GEORGIA CHARTER EDUCATIONAL FOUNDATION. MOTION PASSED UNANIMOUSLY.**

IV. LEADERSHIP REPORTS

- A. Principal's Report
- Principal's Report Provided by Principal Ellison
 - * Student Ted Talk was a success
 - * Current celebrations have taken place for: Colt of the month, winning house (freesian), class of 2023 visited, end of year awards are upcoming for students.
 - *Marketing events included Taste of Senoia
 - *current enrollment is 760
 - *update on staffing:
 - Q. Jennifer Hughey asked what the number of staff was that left last year?
 - A. Reagan Hage replied roughly 24
 - Q. Maggie Peters asked how many are not returning this year?
 - A. Teresa Ellison responded 18
 - Q. Danny Nungesser asked where we are with the recommit v contract change?
 - A. Reagan Hage answered that they are still working with the attorney, Lauren Greer.
 - Q. Beth Duncan asked if it was normal for teachers to wait and change?
 - A. Teresa Ellison stated that it was not normal in traditional public schools. Lauren Greet reminded us that it is considered damages and would total \$1000.
 - Q. Mary Knight asked what is being done to fill 19 open positions?
 - A. Reagan Hage answered that there are some coming from the CSUSA network. Teresa Ellison informed the board that she had sent 10 offer letters and she is also continuing to interview candidates.
 - Q. Jennifer Hughey asked if there are exit interviews for the teachers leaving?
 - A. Maggie Peters recalled that they had been told as a board not to do exit interviews. Maggie then offered to send a survey directly from the board to the

teachers. Jennifer Hughey offered to assist with the survey and responses.

Q. Danny Nungesser asked how Field Day went?

A. Teresa Ellison responded that it was very rainy, wet and muddy. She stated that a few parents complained but the majority of the response was positive and that the students had a great time.

V. FINANCIALS

A. Finance Committee Report

- Mary Knight updated the board and let everyone know that the latest finance committee meeting had been to cover review of the financials. She stated that there is a current \$25K difference that will be reviewed.
- Lauren Greer and Reagan Hage will review this as well.
- Mary also confirmed the \$25K reimbursement for the late audit fee from CSUSA was in April financials.

MOTION: MOTION WAS MADE BY MARY KNIGHT AND SECONDED BY BETH DUNCAN TO HAVE THE NEXT FINANCE COMMITTEE MEETING ON JUNE 20, 2023 AT 5:00 PM. MOTION PASSED UNANIMOUSLY.

B. Annual Transportation Review

- Reagan Hage reviewed transportation documents and stated that with the cost CSUSA advises against adding transportation back in the upcoming school year.

C. Monthly Financial Review

- Reagan Hage reviewed April financials with the board.

MOTION: MOTION WAS MADE BY MAGGIE PETERS AND SECONDED BY MARY KNIGHT TO APPROVE THE FINANCIALS AS PRESENTED. MOTION PASSED UNANIMOUSLY.

D. Budget Review

- Updated budget was reviewed by the board.
 - Q. Margarett Coleman asked who the 3 guidance roles are
 - A. Teresa Ellison answered that the line item included 2 counselors and 1 student services coordinator.
 - Q. Mary Knights asked why the tutoring is no longer the same pay?
 - A. Reagan Hage stated that they reallocated esser funds to fund 2 teachers, 3 resource teachers and 2 guidance.
 - Q. Maggie Peters asked how much do we pay for tutoring?
 - A. Teresa Ellison said that they are paid more during the Summer and that it ranges from \$20-\$50 per hour. The current year they are paid \$35 per hour and \$45 in the Summer.
 - Q. Jennifer Hughey asked what the average group size is for tutoring?
 - A. Teresa Ellison stated that it is 8-12 during the school year. Reagan Hage also added that the new school year will have 2 new early intervention program teachers and may offset the need for tutoring. Teresa Ellison also stated that they will have to focus more on who is getting tutored.
 - Q. Jennifer Hughey asked how many students were part of the program for tutoring this year?
 - A. Robert Caney answered about 150
 - Q. Jennifer Hughey asked are the majority elem or middle school?
 - A. Teresa Ellison answered that the majority is due to EIP and primarily for Elem.
 - Q. Beth Duncan asked who qualifies for bonuses?

A.Reagan Hage answered that is a good question. He will follow up.

Q.Maggie Peters requested breakdown of bonuses line items.

A.Reagan Hage will get GL and provide to board.

Q. Maggie Peters requested stipends GL.

A.Reagan Hage will send.

Q.Beth Duncan requested a review of the state benefits vs our current offering.

A.Reagan Hage will get comparison

Q. Maggie Peters asked why there is such a jump in the instructional licenses

A.Reagan Hage will follow up and send an answer.

Q. Mary Knight asked for clarification on what equipment lease & rent includes?

A.Christine Lacrotondo answered that it is the budget for the base expense of copier.

- Reagan Hage shared that the current budget as presented is \$145,000 short on the bond covenants.

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

VI. OPERATIONS

A. Instructional Vision

- Teresa Ellison presented to the board. Last year the teachers updated the mission statement.

Q. Maggie Peters asked how many teachers were involved?

A. Teresa Ellison answered all plus parents.

Q. Mary Knight asked where the costs/funds coming from?

A. Teresa Ellison answered that it will be all about planning. Focusing on new teachers and returning teacher changes. She wants to increase teacher planning time.

Q. Beth Duncan asked who will be directing them on this?

A. Teresa Ellison answered it will be her, Robert Caney, Miss Hardy and other instructional team. The cost will be roughly the additional need for substitutes to cover the time. She believes that what we have in the budget should cover the cost.

VII. EXECUTIVE SESSION

A. Personnel

B. Purchase and Disposal of property

MOTION: MOTION WAS MADE BY BETH DUNCAN AND SECONDED BY TRACIE FLEMING TO ENTER INTO EXECUTIVE SESSION AT 8:10 PM TO DISCUSS PERSONNEL AND THE PURCHASE AND DISPOSAL OF PROPERTY. MOTION PASSED UNANIMOUSLY.

MOTION: MOTION WAS MADE BY MAGGIE PETERS AND SECONDED BY MARGARETTE COLEMAN TO END EXECUTIVE SESSION AT 9:25 PM. MOTION PASSED UNANIMOUSLY.

MOTION: MOTION WAS MADE BY MAGGIE PETERS AND SECONDED BY BETH DUNCAN TO ADOPT THE PERSONNEL CHANGES PRESENTED DURING EXECUTIVE SESSION BY TERESA ELLISON. MOTION PASSED UNANIMOUSLY.

MOTION: MOTION WAS MADE BY MARGARETTE COLEMAN AND SECONDED BY MARY KNIGHT TO APPROVE THE ADDITION OF A WALKING PATH PRESENTED AT THE LAST BOARD MEETING. MOTION PASSED UNANIMOUSLY.

MOTION: MOTION WAS MADE BY TRACIE FLEMING AND SECONDED BY MARGARETTE COLEMAN TO ACCEPT THE BID FROM COLLINS SITE SERVICE PRESENTED AT LAST BOARD MEETING. MOTION PASSED UNANIMOUSLY.

VIII. ADJOURNMENT

MOTION: MOTION WAS MADE BY BETH DUNCAN AND SECONDED BY MARGARETTE COLEMAN TO ADJOURN THE MAY 23, 2023, GEORGIA CHARTER EDUCATION FOUNDATION BOARD MEETING AT 9:27 PM. MOTION WAS APPROVED UNANIMOUSLY.

Danny Nungesser, Board Chair

Date: _____