

## 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:
July 25, 2023	6:03pm	6:59PM	August 22, 2023	6:00 pm	Margarette Coleman/Maggie Peters
<b>Meeting Location:</b>					
6675 E., GA-16 Senoia, GA 30276					

<b>Attended by:</b>	
<b>Board Members:</b> Danny Nungesser, Board Chair Beth Duncan, Vice Chair Mary Knight, Treasurer Margarette Coleman, Director Jennifer Hughey, Director  <b>Absent:</b> Maggie Peters, Director	<b>Other Attendees:</b> Teresa Ellison, CCAS Principal Lauren Greer, Board Attorney Reagan Hage, NEI Christine Locrotondo

### **CALL TO ORDER**

*Pursuant to public notice, the meeting commenced at 6:03 pm with a Call to Order by GCEF Board Chair, Danny Nungesser. Roll call was taken, and quorum established.*

**MOTION: MOTION WAS MADE BY MARY KNIGHT AND SECONDED BY MARGARETTE COLEMAN TO AMEND THE AGENDA AND ADD TO OPERATIONS, APPROVAL OF CODE OF CONDUCT AND STUDENT HANDBOOK. MOTION PASSED UNANIMOUSLY.**

**MOTION: MOTION WAS MADE BY DANNY NUNGESSER AND SECONDED BY MARGARETTE COLEMAN TO AMEND THE AGENDA AND TO THE EXECUTIVE SESSION, CONTRACT RELATED TO PROPERTY. MOTION PASSED UNANIMOUSLY.**

### **I. PUBLIC COMMENTS**

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

### **II. ADMINISTRATIVE**

- None

### **III. LEADERSHIP REPORTS**

- Principal's Report
  - Teresa Ellison presented to the board. Open Positions: 2 SPED, Title 1 para are only unfilled positions. Returning teachers report tomorrow.

- Recommitment comparison report presented. Teresa reported that they used compensation clause for 2 positions that left after the recommitment date.
- Breakfast will be provided by board for orientation of staff Monday, July 31st
- Question and Answer:
  - Q: Mary Knight - Is there anything that can be done to assist with carpool? A: Teresa: first 2 or 3 weeks will be awful, especially with all that is currently happening with construction and traffic
  - Q: Jennifer Hughey- asked about Kindergarten waitlist numbers, answered by Teresa Ellison regarding 10% overage expecting a drop (will check with Anna about offering seats)
  - Q: Beth Duncan- asked about para position; Teresa Ellison answered focusing on teaching positions, para is not a problem to fill
  - Q: Jennifer Hughey- asked about after school positions; Teresa Ellison has filled those positions
  - Q: Mary Knight- will we be using Joan McCormick more if those SPED positions are filled? Answered by Teresa Ellison, unsure, as of now, hopefully not due to the support system.

#### IV. FINANCIALS

- Finance Committee Report -
  - Mary Knight presented an update to the board.
    - Received preliminary numbers for June financials (end of fiscal year); subcommittee had questions regarding grants, custodial, textbooks, and prepaid assets; expecting follow up by CSUSA before next month
  - Audit will be completed by Nov 1. CSUSA brought on a Head of Audit position who will be responsible for checklist items; will fly up to go over with committee before beginning of audit, Sept 5-15 Mauldin & Jenkins will begin audit work; Mary Knight and Reagan Hage will be in constant contact.
  - Action: Board approval for financial committee calendar; 3rd Thursday of each month at 4:30pm (8/17, 9/21, 10/19, 11/30, 1/18, 2/22, 3/21, 4/18, 5/23, 6/20)

**MOTION: MOTION WAS MADE BY MARGARETTE COLEMAN AND SECONDED BY BETH DUNCAN TO APPROVE THE FINANCE COMMITTEE MEETING CALENDAR. MOTION PASSED UNANIMOUSLY.**

#### V. OPERATIONS

- Approval of Code of Conduct and Student Handbook
  - Code of Conduct: Reviewed and updated; typographical and date corrections are only changes

**MOTION: MOTION WAS MADE BY BETH DUNCAN AND SECONDED BY MARY KNIGHT TO ACCEPT CHANGES TO THE CODE OF CONDUCT AS UPDATED. MOTION PASSED UNANIMOUSLY.**

- Approval of Parent & Student handbook

- Has been updated as per the findings of the SCSC monitoring from FY23; minor changes

**MOTION: MOTION WAS MADE BY MARY KNIGHT AND SECONDED BY BETH DUNCAN TO ACCEPT CHANGES TO THE PARENT AND STUDENT HANDBOOK AS UPDATED. MOTION PASSED UNANIMOUSLY.**

**VI. GOVERNANCE**

- None

**VII. EXECUTIVE SESSION**

- Personnel and Contract related to property

**MOTION: MOTION WAS MADE BY MARGARETTE COLEMAN AND SECONDED BY BETH DUNCAN TO ENTER INTO EXECUTIVE SESSION AT 6:25 PM TO DISCUSS PERSONNEL AND CONTRACT RELATED TO PROPERTY. MOTION PASSED UNANIMOUSLY.**

**MOTION: MOTION WAS MADE BY MARY KNIGHT AND SECONDED BY BETH DUNCAN TO END EXECUTIVE SESSION AT 6:48 PM. MOTION PASSED UNANIMOUSLY.**

**MOTION: MOTION WAS MADE BY MARY KNIGHT 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 FORM A SPECIAL PROJECT COMMITTEE TO BE ATTENDED BY DANNY NUNGESSER AND BETH DUNCAN. MOTION PASSED UNANIMOUSLY.**

**MOTION: MOTION WAS MADE BY MARY KNIGHT AND SECONDED BY BETH DUNCAN TO APPROVE ATTAINING QUOTES FOR CONTRACTED POSITION FOR CONTRACT RENEWAL. MOTION PASSED UNANIMOUSLY.**

**VIII. ADJOURNMENT**

**MOTION: MOTION WAS MADE BY BETH DUNCAN AND SECONDED BY MARGARETTE COLEMAN TO ADJOURN THE JULY 25, 2023, GEORGIA CHARTER EDUCATION FOUNDATION BOARD MEETING AT 6:59 PM. MOTION WAS APPROVED UNANIMOUSLY.**

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Danny Nungesser, Board Chair

Date: \_\_\_\_\_