

# 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.*

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
October 26, 2021	6:05pm	8:00pm	December 7, 2021	6:00 pm	Anna Nuckolls

Meeting Location:
Coweta Charter Academy 6675 Hwy 16 E Senoia, GA 30265

Attended by:	
<p><b>Board Members:</b> Sandi Mosher, Board Chair Maggie Peters, Director Tracie Fleming, Director Beth Duncan, Director Danny Nungesser, Director Mary Knight, Director</p> <p><b>Absent:</b> Margarette Coleman, Director</p>	<p><b>Other Attendees:</b> Teresa Ellison, CCAS Principal Lauren Greer, Board Attorney Christine Locrotondo, Financial Analyst, CSUSA Reagan Hage, NEI Richard Page, NEI Sandy Shedenhelm, NEI Hillary Daigle, CSUSA Richard Garcia, CSUSA Christopher McKellar, Mauldin and Jenkins Anna Nuckolls, School Enrollment Administrator, Board Liaison Rob Caney, CCAS Dean of Students Elisa Falco, consultant of GCSA Sarah Smith, Parent of CCAS</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

- Approval of the September 28, 2021 Meeting Minutes of the Georgia Charter Education Foundation.

**MOTION: MOTION WAS MADE BY DANNY NUNGESSER AND SECONDED BY BETH DUNCAN TO APPROVE THE MINUTES OF THE SEPTEMBER 28, 2021 GEORGIA CHARTER EDUCATION FOUNDATION, INC. MEETING, AS PRESENTED. MOTION WAS APPROVED UNANIMOUSLY.**

- Amend the agenda to move public comments

**MOTION: MOTION WAS MADE BY MAGGIE PETERS AND SECONDED BY TRACIE FLEMING TO AMEND THE GCEF BOARD AGENDA TO MOVE PUBLIC COMMENTS BEFORE THE CSUSA REPROTS, AS PRESENTED. MOTION WAS APPROVED UNANIMOUSLY.**

## II. PUBLIC COMMENTS

- Sarah Smith, Parent of CCAS, presented to the board her concerns regarding the quarantine policy of 10 days. She stated that she does not support the current quarantine policy regarding vaccinated students vs non-vaccinated students. She also believes the policy is not logical and puts strain on working parents.
- The board acknowledges her comments and will take them into consideration.

## 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.
- **Enrollment:** CCAS is setting at a total of 775 students. The budgeted enrollment for 2021-2022 is 820 students. In the month of October, CCAS had 5 withdrawals for various reasons, 2 suspensions, and 4 new students.
- **Staffing Update:** CCAS has various open positions to be filled. CCAS continues to provide various professional development for the October which included Coaching Cadre, Grade level PLCs, Grade Level MTSS, Gifted Endorsement Cohort, Assistant and Principal meetings, and increasing rigor in the classroom.
- **School update:** CCAS had support visits from NEI on October 12-13. The next visits will be in early November. CLIP has been approved. CCAS is actively working on the budgeting process for the FY22 Grants.
  - Both FTE and Student Class reports have been submitted and signed off with CPI to be signed off by deadline on Thursday, October 28.
  - On October 25, 2021, Principal Ellison held a virtual Parent meeting to review Title I Services.
  - SCSC monitoring will be held on Friday, October 29.
- **Facility Updates:** HVAC companies are in the process of providing quotes to replace and repair units. Three quotes will be presented to the board for approval soon. The outdoor classroom has been installed and is being used by students and classes. CCAS Facilities are creating a list of items to be purchased by the facilities grant for approval of purchase.
- **School/PTC/Community Activities:**
  - CCAS held a virtual Title I Meeting on October 25 with a large attendance.
  - School held a third house meeting, and the goal of the meeting was to create posters and promotional drawings for our Can Food Drive in November.
  - Other activities for the month of October: Colt of the Month, Fall Festival, Red Ribbon Week, Spooktacular Event
- **Technology:** There are no major concerns or updates since last board meeting. CCAS is working with Mr. Brown and NEI to resell or recycle our outdated technology that we have stored.
- Mrs. Ellison opens her presentation to the board for any questions. The board asked for an update on the SRO. The new SRO office, Officer Callaway, will begin fulltime Monday, November 1.

- The board asked about extracurricular activities. Clubs started a couple of weeks ago and had a good turnout for students participating in the various clubs; Little Chef is one of the new clubs that has become a favorite.
- Tutoring has also begun this month averaging about 130 students on Tuesday and Thursday.
- 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 September 30, 2021.
- The board had a question on the expenses for bonuses of \$0. Mr. Hage explained that the Year to Date budget reflects historical spending patterns, that the item is budgeted properly and forecasted properly.
- The board asked about the professional services line item of \$5000; this amount will be credited back from the Impact event for the speaker.
- The SRO is full time and will be paid out going forward as she starts on Monday, November 1st.
- The contracted transportation service is a once-a-month stipend to the parent for reimbursing travel to and from the school.
- There were no additional questions from the board regarding what was presented.

**MOTION: MOTION WAS MADE BY MARY KNIGHT AND SECONDED BY BETH DUNCAN TO APPROVE THE MONTHLY BUDGET REVIEW OF SEPTEMBER 30, 2021, AS PRESENTED. MOTION WAS APPROVED UNANIMOUSLY.**

### IV. OLD BUSINESS

#### • Audit Update

- Reagan Hage, NEI, presented to the board on the audit update that the audit documents were not given to Mauldin and Jenkins in timely manner from CSUSA. The final submission to Mauldin and Jenkins were sent Mid October. Mr. Hage presented to the board a solution provided by CSCUSA to have a third-party auditor paid by CSUSA to meet deadline and would reimburse Mauldin and Jenkins for their time spent.
- The board asked Mauldin and Jenkins what the timeline would be to complete the audit with the latest documents given. Mauldin and Jenkins reported that it is difficult to give a timeline to ensure good quality control since documents were given on October 20<sup>th</sup>.
- The board asked. Mauldin Maudlin and Jenkins about when the data was given and Jenkins provided a timeline of events beginning with a scheduled meeting in July 26 as the first meeting in which no data was given. This meeting was rescheduled to September 13, but only 12% of the data needed was submitted by CSUSA on September 16. By Mid-September, more data was uploaded but it was still incomplete. The latest version was received on October 20<sup>th</sup> by CSUSA but Maudlin and Jenkins would need to review it with CSUSA due to some questions.
- The board asked CSUSA what was the cause of the three-month delay in getting the proper information to Maudlin and Jenkins in a timely manner.
- CSUSA explained the delay was caused by the ongoing changing of systems through conversions and shortage in labor.

- The board requested to set proactive meetings with all parties involved to ensure that this situation does not happen again. The first meeting is set for Mid-January to schedule a timeframe for the next audit.
- The board asked what the penalty would be if the audit was not submitted by deadline. Mr. Hage responded with possible points taken from CCRPI but may not count against CCAS with proper letter and paperwork.
- The board asked Mauldin and Jenkins what is needed to complete the audit moving forward. Mauldin and Jenkins requested a call with CSUSA to review the data to ensure the quality of the audit.
- The board has proceeded to move forward with Mauldin and Jenkins to complete the audit despite the past due deadline.

## V. NEW BUSINESS

- **AIA Curriculum Overview**
  - Sandy Shedenhelm, CSUSA, presented to the board an overview of the new curriculum, AIA- Attitude is Altitude. The curriculum was developed by Nick Vujicic to create a social-emotional learning platform for students to discover their own strengths, value, talent and to build a better me. The AIA presentation was provided in the board packet to all board members.
  - Teresa Ellison, Principal of CCAS, presented the board an overview of how the curriculum would be implemented at Coweta Charter Academy. The curriculum will be introduced in all PE/health classes with at least 1 lesson per week if not more. The classroom teachers would then build classroom discussions around what is taught in the AIA lesson.
- **Forming and Updating of Committees**
  - Sandi Mosher, Board Chair, presented to the board the ongoing committees, Development, Marketing, Budget, and Finance Committees. Sandi recommended combining marketing committee with development committee and the budget committee with the finance committee as they go hand in hand. The board agreed.
  - Sandi Mosher opens the floor for nominations for the Finance Committee.

**MOTION: MOTION WAS MADE BY MAGGIE PETERS AND SECONDED BY BETH DUNCAN TO COMBINE BUDGET WITH THE FINANCE COMMITTEE WITH THE FOLLOWING MEMBERS: MAGGIE PETERS, MARY KNIGHT, AND MARGARETTE COLEMAN, AS PRESENTED. MOTION WAS APPROVED UNANIMOUSLY.**

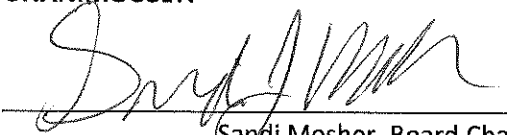
- Sandi Mosher opens the floor for nominations for the Development Committee.

**MOTION: MOTION WAS MADE BY MAGGIE PETERS AND SECONDED BY MARY KNIGHT TO COMBINE MARKETING WITH THE DEVELOPMENT COMMITTEE WITH THE FOLLOWING MEMBERS: BETH DUNCAN, ANNA NUCKOLLS, TERESA ELLISON, AND REAGAN HAGE, AS PRESENTED. MOTION WAS APPROVED UNANIMOUSLY.**

- **GCEF Bylaw Update**
  - Sandi Mosher, Board Chair, presented to the board that the GCEF Bylaws need reviewing and updating. The following members agree to work on the updates of the GCEF Bylaws: Tracie Fleming, Sandi Mosher, Lauren Greer, and Reagan Hage.

**VI. ADJOURNMENT**

**MOTION: MOTION WAS MADE BY TRACIE FLEMING AND SECONDED BY MAGGIE PETERS TO ADJOURN THE OCTOBER 26, 2021 GEORGIA CHARTER EDUCATION FOUNDATION BOARD MEETING AT 8:00pm, AS PRESENTED. MOTION WAS APPROVED UNANIMOUSLY.**

  
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Sandi Mosher, Board Chair

Date: 12/7/21

