



# Georgia Charter Educational Foundation Board Meeting Minutes

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:
October 24 , 2023	6:10pm	10:04PM	November 28, 2023	6:00 pm	Maggie Peters
<b>Meeting Location:</b>			<b>6675 E., GA-16 Senoia, GA 30276</b>		

<b>Attended by:</b>	
<b>Board Members:</b> Danny Nungesser, Board Chair Beth Duncan, Vice Chair Mary Knight, Treasurer Maggie Peters, Director Margarette Coleman, Director Jennifer Hughey, Director  <b>Absent:</b>	<b>Other Attendees:</b> Angela Lassetter, Consultant Rob Caney, Assistant Principal Reagan Hage, NEI Richard Page, NEI  <b>Virtual Attendees:</b> Rob Fortson, Board Attorney

## I. CALL TO ORDER

*Pursuant to public notice, the meeting commenced at 6:10 pm with a Call to Order by GCEF Board Chair, Danny Nungesser. Roll call was taken, and quorum established.*

## II. AGENDA APPROVAL

***MOTION: MOTION WAS MADE BY MAGGIE PETERS AND SECONDED BY MARGARETTE COLEMAN TO AMEND THE CURRENT AGENDA PRESENTED AND ADD DETAILED PAYROLL REPORTS TO VI. CSUSA UPDATES AND DELIVERABLES, CHANGE SUCCESS MAKERS TO SCIENCE OF READING, ADD EASYCBM TO VIII. ACADEMICS, AND KEYS & ALARM TO IX. FACILITIES FOR THE OCTOBER 24, 2023 BOARD MEETING. MOTION PASSED UNANIMOUSLY.***

## III. CHAIR COMMENTS

There are fewer people here than last week but with that said, CSUSA and the board are working on rehabilitating and communicating and getting things that we have asked for faster on both sides. Wanted to thank Jennifer on the board. Jennifer has been communicating with emails that have come in from parents and staff. It has been overwhelming from parents and staff both positive and negative and Jennifer has communicated and gotten the responses out for the board. Thanked Mr. Caney for the work done in the last week in the position you were thrust into. Thank you for what you have done helping the teachers continue to communicate. We have sent emails out to teachers, staff and parents on how we are collaborating and the contractors that we have brought in.

## IV. ACKNOWLEDGEMENTS

Wanted to acknowledge Jodi Miller, although not here tonight, last week she came in early after the board meeting and spent time moving the tables, chairs, benches and cleaning up trash. She re-set everything for the teachers, students and the school. So thank you Jodi.

## V. ADMINISTRATION

***MOTION: MOTION WAS MADE BY MAGGIE PETERS AND SECONDED BY MARGARETTE COLEMAN TO CHANGE THE TITLES OF THE 10/2 AND 10/16 MEETING MINUTES TO OCTOBER AND TO CORRECT THE DATE FROM 10/15 TO 10/16 ON THE CURRENT AGENDA. MOTION PASSED UNANIMOUSLY.***

### A. AUGUST FINANCE COMMITTEE MINUTES APPROVAL 8/17

*Georgia Charter Education Foundation*

- B. SPECIAL CALLED BOARD MEETING MINUTES APPROVAL 8/25**
- C. SEPTEMBER FINANCE COMMITTEE MINUTES APPROVAL 9/21**
- D. SEPTEMBER BOARD MEETING MINUTES APPROVAL 9/26**
- E. OCTOBER SPECIAL CALLED BOARD MEETING MINUTES APPROVAL 10/2**
- F. OCTOBER SPECIAL CALLED BOARD MEETING MINUTES APPROVAL 10/16**

***MOTION: MOTION WAS MADE BY MARY KNIGHT AND SECONDED BY JENNIFER HUGHEY TO APPROVE ALL MEETING MINUTES PRESENTED FOR REVIEW TONIGHT. MOTION PASSED UNANIMOUSLY.***

**G. GENE DUNN INTRODUCTION**

Danny Nungesser shared that Gene Dunn was the prior principal to Mrs. Ellison, his time here was from 2015-2019. We as a board will discuss during executive session later the interim principal role while we collaborate with CSUSA as well as Gene and Angela to find the next permanent person for the role. We do not want to make a decision too quickly but don't want to wait too long. We want to make sure we are making the right decision for the kids, the staff, the teachers and the school. Gene shared he felt like he was coming home and has spent some time visiting this last week and has seen many familiar faces. He is excited to be here.

**H. SCSC BOARD TRAINING**

Board members should choose what fits best with your schedule but needs to be completed this school year.  
November 8 Macon, February 6 Athens, April 17 Atlanta  
Board Members need to register ...these are the in-person dates.  
Members will need to also participate in online segments

**I. GCSA CONFERENCE REGISTRATION**

No board members have attended before. March 11-13, 2024 Atlanta Marriott NW  
Put on by the Georgia Charter Commission.

**VI. CSUSA UPDATES AND DELIVERABLES**

**A. CHARTER RENEWAL PROCESS UPDATE**

Reagan Hage provided a printout to the board of the charter renewal timeline. The first date to review the application is Nov 1. He stated that the commission shared that the application is a short 3-5 page document. Interviews will be scheduled in December and the application is Due January 3. Recommendation letters will be mailed and the school will receive it on February 14th. We will know the outcome on the 28th of February. Reagan shared that we will be looking at a 5 year clean renewal.

Danny Nungesser asked if there is anything you need to help get this done?

Reagan Hage answered that the application will open November 1 and then the Chair and Building leader will help move forward with the renewal.

Beth Duncan asked if the interviews happen before we submit?

Reagan Hage answered that the interviews happen at the end of Jan-Feb and will be in person interviews. They will be with some board members, staff members and will walk the building.

Beth Duncan asked if there are always interviews?

Richard Page said it is a part of the process

Reagan Hage said for an easy renewal it is informal and the metrics drive the decision.

Danny Nungesser shared that communication from the SCSC is that our metrics look good.

Danny Nungesser asked (regarding the Nov 1 date) for Reagan Hage and himself to coordinate on this deadline and complete.

Richard Page stated that on November 1 the commission will send out this template to everybody to fill out and send back on January 3.

Maggie Peters asked who they send the template to?

Reagan Hage said he thinks the Board Chair and the Principal.

Danny Nungesser stated he will find out from the SCSC.

Richard Page stated that we will have 2 months to create a committee, depending on changes, if there will be changes like curriculum or big changes then we want to figure that out early on.

Angela Lassetter commented that the mission will need to be finalized for this submission into 1 mission and vision.

**B. COMMISSION MONITORING WALK-THROUGH UPDATE**

Danny Nungesser asked if this was the walk-thru that Reagan Hage and Mrs. Ellison did Friday, before the last meeting. Reagan Hage said that the meeting went very well according to Mrs. Ellison. He did not participate because this is typically a meeting with the staff of the commission and walk through the building. The commission can ask for finance documents and other documentation will be provided if requested. His understanding was that this was a better visit than prior years and they will likely have 6-12 findings. The board then appoints someone to work with him and our attorney to draft corrections. This is usually due late February or early March. We will get the findings in January and then fix them.

Danny Nungesser shared that the commission wants to schedule a zoom call with the board to collaborate on findings and they will work to schedule. The commission wants to make sure we are in the loop since there was a miscommunication about the board attending the commission visit to the school.

### **C. CPF MONITORING UPDATE**

Reagan Hage asked for clarification on the specific ask. Maggie Peters asked if we know on the CPF scorecard if we have an idea of how we may score.

Reagan Hage stated we usually get these at the end of the school year and we generally score very high with green in academics and operations. Yellow with financials.

Beth Duncan asked if we received a reply back regarding the debt-to-income email sent to the commission earlier in the year that affects the scorecard for us?

Reagan Hage said that Donovan and Buzz Brockway the board chair, were present at the prior meeting and that we are not the only school that has voiced that concern. They are looking at a way to ensure the schools are held financially accountable while ensuring the metrics are reasonable. He does not think we will get a response at this time.

### **D. STAFFING UPDATE**

Danny Nungesser shared he has been notified of a few resignations. Some have been post dated.

Jennifer Hughey requested that a staffing and enrollment update be given to us at every board meeting. She would like the last 60 days and then every month moving forward. She requested this by 11/3/23. Clarification was that she wanted a 60 day catch up. On November 3rd she would like a 60 day recap of what has happened between students and resignations from teachers.

Richard Page stated that they provide other boards with a table that shows information for the months such as: enrollment start and end, Staffing how many positions, how many vacant.

Jennifer Hughey asked for more detail than the dashboard that has been given. She said that "with the state of the school and the withdrawal rate and the teacher turnover" we need more.

Jennifer will put this into writing for Reagan. Name, Date notice was given, last day of employment, email address, contact number, and if it was a student...the name of a parent.

Reagan Hage asked to work with Jennifer Hughey on a dashboard, Jennifer suggested a spreadsheet.

Maggie Peters asked about enrollment. Stated that during Covid Anna, Reagan and Teresa were having multiple conversations. Now when a student comes in, a family lets us know they are going to withdraw, who handles that or reaches out to them?

Reagan Hage stated that it is Anna that fills out paperwork on the withdrawal and gives him the top reasons for withdrawal.

Richard Page added that they recommend that the principal reach out and open the door to have a conversation. Many times parents move on and do not tell you why. He recommends that we (the board) reinforce that with the leadership.

Beth Duncan suggested an exit interview for students and teachers.

Jennifer Hughey stated that she spoke to Anna and that no conversations are had with students leaving, no exit interview. She reports what is listed on the paper.

Jennifer Hughey also asked for all new students to the school so that we can reach out and ensure we are creating the best environment.

### **E. ENROLLMENT UPDATE**

combined with the above topic. see above.

### **F. CROSS FUNCTIONAL MONITORING UPDATE**

Danny Nungesser asked for an update. Reagan Hage stated that he does know that we (the school) did get tapped for CFM this year. The notice was in Mrs. Ellison's inbox. In previous years he has worked with the building leader and if something is needed they take care of it.

Danny Nungesser asked who "they" CFM are? Who sent us this notice?

Maggie Peters answered they are with GADOE.

Danny Nungesser asked if this was something as a board we need to find out or is that the school leader?

Maggie Peters stated that the first step will be to get access to the email so that we can review specifically what they sent us.

Danny Nungesser stated that we can update GADOE with the new building leader.

Reagan Hage stated that the new building leader will need to request an update regarding the CFM.

Beth Duncan asked who has access to Mrs. Ellison's emails since there could be emails in there that need to be addressed and no one is monitoring that?

Reagan Hage answered as of Wednesday last week (10/18) I had her inbox forwarded to me and I have been forwarding anything that goes to her inbox to the temp building leader Mr. Caney. He can attest there have been many emails coming his way to make sure there is not a gap. Now from Monday night to Wednesday the ticket was filled there was roughly a day or so and that is where now when there is a new building leader he will get access to all those.

Richard Page stated that ironically we believe that one day is when the email for CFM came.

Jennifer Hughey asked why the emails are being forwarded to Reagan instead of directly to Caney?

Richard Page answered that they just wanted to be able to...some of them are operational and some of them are compliance. Often times the principal would also send stuff to Reagan. Jennifer Hughey stated that if it went to Caney it could go back to Reagan if Caney had a question about something that should be handled still following the chain of command. Richard Page said once you make the action you can have it go to him. Reagan Hage stated that it was done to make sure nothing was missed.

Maggie Peters stated that since occasionally we get an open records request and even though she is no longer here it might be an open records for something pertaining to her email. Where is all of her emails and folders going to be held?

Richard Page and Reagan Hage answered it is all saved.

Maggie Peters further asked if we need access to it then it would be the principal that has access to it?

Richard Page said yes it is part of the process. Reagan Hage stated that if the desire is to have it forwarded to Rob directly then he is more than happy to do this.

Margarette Coleman stated we should make sure he (Rob) wants that.

Beth Duncan asked if we were tapped last year? Did we have any deficiencies?

Reagan Hage answered no. He said it is not a performance issue.

Angela Lassetter stated that it is on a cycle for CFM. She suggested we find out what date and set it further out if possible. She shared that she has a copy of the document.

## **G. INSURANCE POLICIES COPIES**

i. Worker's Comp

ii. Liability

iii. D&O

iv. Property and Casualty

v. Health & Benefits

vi. Other Insurance Policies Purchased for FY24

Danny Nungesser stated that he spoke with Reagan and he will forward the policies to his email. Reagan Hage stated that he has a very large zip file that he can send out to Danny and he can disperse to everyone.

Maggie Peters stated that last year Reagan had our school listed as an insured. Asked if that was the same for this year?

Reagan Hage said it should be.

Mary Knight requested a copy of the D&O policy

## **H. CSUSA DEPARTMENT CONTACT LIST**

Danny Nungesser stated that Reagan Hage provided a list. Reagan stated that he had not had time to understand what this specific request was and he tried to fill in with what you were thinking.

Beth Duncan asked for phone numbers

Mary Knight asked for emails

Richard Page answered that they wanted to provide a list so you could see the people who are the primary folks on these different areas but really the structure for contacts we have in place is to provide a board liaison. So you have Reagan to be your person to go wherever the organization needs to get stuff. So that way they know and things don't get lost. The chances of things getting lost. We just want you to have "one throat to choke" if they know there is this person.

Reagan Hage stated that in the document there is a next level. Maggie has a contact for Sherry.

Maggie Peters said she has had conversations with roughly 7 people on this list.

Richard Page said it is not about only one person. He shared that they want us to have someone else to call and that he knows Maggie has been having conversations with Sherry and she is happy to be that point to help resolve and get things done.

Maggie Peters stated that Sherry Hage told her to call daily.

Richard Page made clear that she is happy to do that.

Jennifer Hughey asked Reagan Hage if Sherry and he are related? Do you ever vacation together since she is your mother? Gave example of working for a company and following the chain of command but stated that we need contact information for backup purposes and logical business purposes we need the phone numbers and email of other individuals.

Richard Page stated that they have no trouble providing those but that we will not get answers as fast if we do not go through the proper person.

Jennifer Hughey stated she understands that we should go through Reagan but requested the phone numbers and emails for the individuals on the list provided.

Mary Knight gave an example that there is something that is needed from Christine and she needs an email address to get what she needs and can copy Reagan.

Richard Page clarified that if you are waiting on something we should know.

Danny Nungesser stated that they can get these to both and we need to make sure to include Reagan on communications.

Jennifer requested a deadline for getting the information and asked Reagan what would be reasonable for a date to have the information? Reagan Hage stated a couple of days.

Mary Knight requested that he provide the list of names, phone numbers and emails of the CSUSA employees by Friday, October 27, 2023

## I. FINANCIAL ITEMS

### i. Employee disbursement spreadsheet for 3% increase & 2K Gov. Kemp Increase Payments

Danny Nungesser shared that there is a spreadsheet with personal information that has been provided to the board only. Stated that as you review if you have questions let us know. Maggie Peters volunteered to work with Finance Committee to work on this specifically and come to board with recommendations regarding the 3% and 2K governor kemp money.

Reagan Hage offered to help as the committee has questions.

Beth Duncan asked if a teacher is in the process of getting his/her Master's degree are they eligible for the \$2,000 bump or is it only when they complete the study?

Reagan Hage stated that they have to have their masters or their T6.

Maggie Peters asked to clarify that it was once they got the certificate that is when the 2,000 went into affect

Reagan Hage said yes that is correct.

### ii. Audit Update

Danny Nungesser Mary Knight stated that the audit will be on time for the first time in multiple years. She spoke to our Auditor and all they need is for CSUSA to sign the final letter and the president of the board to sign a final letter and he will have it by the deadline for Nov 1.

Reagan Hage stated that they have also requested some minutes. Maggie and Danny let Reagan know that they have been signed and are ready.

Mary Knight asked why they would need them for the current audit. She said that he did not share that with her.

Reagan Hage stated he would be happy to share the email request.

Mary Knight stated she would check with him since he told her there is nothing else needed other than the Board Chairs signature.

Danny requested to finalize what is needed and then let him know when to sign.

Maggie Peters stated that she isn't sure why but would like to know.

Reagan Hage stated that the board would need to authorize someone to approve the audit.

Mary Knight stated that she asked the auditor if that was needed and he said no.

Reagan Hage reviewed an email from the auditor.

### iii. Unrestricted Cash Update

Maggie Peters requested to table this and follow up with Reagan Hage with questions.

### iv. Monthly Financial Reports

Reagan Hage reviewed the monthly financials for September 2023.

Maggie Peters asked if all grant funds had been drawn down

Reagan Hage shared a printout for the grants.

Mary Knight asked how we make sure the consultant that the board recently hired gets paid?

Reagan Hage answered that a form/invoice should be forwarded to him and then will get paid.

Danny Nungesser will forward Consultants invoice.

Danny Nungesser asked about the legal fees being higher.

Mary Knight asked what the 3 invoices from CSUSA under legal fees. \$1313.22, \$1600 and \$990 She doesn't have the invoices and needs the copies of those. Asked for copies of the 3 invoices by Friday, October 27. Danny Nungesser will send invoice numbers for Reagan to gather and send.

Mary Knight requested the 3 invoices by 10/27/23. She stated she doesn't want the CSUSA intercompany invoice she wants the actual invoice.

Reagan stated he would see what he could do.

Mary clarified by Friday.

Margarette Coleman asked for clarification if the legal includes our attorneys fees.

Reagan Hage said yes.

Reviewed bank fees.

Mary Knight stated that the most recent bank fee was \$500 and almost doubled. Why is the fee rising so high?

Maggie Peters clarified that the average jumped to almost double what it was last year and now triple.

Mary Knight asked why fees are so high

Maggie Peters offered to work with Mary to review fees

Mary Knight stated she received an email on 9/15 that we were getting credit for \$9,194.25 for a duplicate charge last year. Then she followed up on 9/21 asking where was the duplicate charge. She checked the GL today and there is no credit. It has been almost 2 months that we have been waiting for a credit for almost \$10,000. She stated she needs a credit by 10/31 in the custodial account for that credit promised.

Reagan Hage answered he promised it would be this fiscal year. He did follow up with Red Apple

Danny Nungesser asked what the procedures was for that?

Reagan Hage stated that they issue a credit memo. He will follow up today and it will happen as they promised by the end of the fiscal.

Mary Knight stated she asked in August so it has now been 2.5 months and we have not had a credit for this amount. Asked if they will have this conversation again.

Beth Duncan asked if there is someone else we should speak to as a board? Or reach out to?

Richard Page said he would be happy to take this

Mary Knight requested for Richard to follow up with her. She also stated that the current custodial contract is \$18,500 per month and what does it cover? The invoice is only \$8,600. What is the \$10,000 difference?

Richard Page stated it was for facilities. It is for all the other costs, the staffing all the different things that go into maintaining.

Mary Knight said there are other line items like charges from max air and home depot. and are in different categories.

Richard Page asked to clarify what the question was.

Mary Knight said that the custodial contract is \$8,600. What is the \$10,000 difference that we are paying?

Richard Page doesn't know the answer right now but it could be the day labor or additional fees during break.

Mary Knight asked for a breakdown of what those charges are and can we get this by 10/31?

Danny Nungesser suggested a deeper dive into this during the next finance committee meeting.

Mary Knight requested a breakdown of what the \$18,500 is by the next finance committee meeting.

Danny Nungesser asked if the note for I-Ready was a one year license of \$32,000?

Reagan Hage said he would pull the GL

Angela Lassetter suggested that they front loaded the invoice but broke it out into the different months.

Reagan Hage stated it could

Angela Lassetter asked if the \$32,000 was for the annual license and the full suite?

Reagan Hage said he would pull the invoice to see what was paid for

Angela asked him to see how much professional development was included.

She stated the teachers need some in special education and EIP to see how things have changed. They need some onsite professional development. She is sure they included it in the contract.

Richard Page asked for more information

Angela said that the teachers are asking for more training

Reagan Hage stated that if there are any other questions he will reach out to Mary.

Mary Knight stated that would be fine and wants to make sure that the deadlines that she mentioned are met.

***MOTION: MOTION WAS MADE BY MARY KNIGHT AND SECONDED BY MAGGIE PETERS TO APPROVE THE FINANCIALS PRESENTED FOR SEPTEMBER 2023. MOTION PASSED UNANIMOUSLY.***

#### v. Updated Inventories (General & Federal Programs)

Reagan Hage stated that he sent any and all information to board members

Danny will send to everyone

All one master document that has tabs separating

Angela asked if there is a shared drive that Mary can have access to?

Reagan says yes

Angela asked about inventories being labeled and tagged and logged

Reagan says that gets done in the summer

## VII. FINANCIAL

### A. PROCUREMENT POLICY

Process needs to be fixed and spelled out; operational systems could be revamped/beefed up (supporting documents for policy and where these should be stored); Do we need a credit card

Need to meet the needs of staff and teachers

Motion to accept these changes into policy, Beth, second by Jennifer

***MOTION: MOTION WAS MADE BY BETH DUNCAN AND SECONDED BY JENNIFER HUGHEY TO ACCEPT PRESENTED CHANGES INTO POLICY. MOTION PASSED UNANIMOUSLY.***

### B. BANK SIGNATORIES

***MOTION: MOTION WAS MADE BY MARGARETTE COLEMAN AND SECONDED BY MAGGIE PETERS TO REMOVE TERESA ELLISON FROM ALL BANK ACCOUNTS. MOTION PASSED UNANIMOUSLY.***

***MOTION: MOTION WAS MADE BY MAGGIE PETERS AND SECONDED BY MARGARETTE COLEMAN TO ADD MARY KNIGHT AND BETH DUNCAN AS SIGNERS TO BANK ACCOUNTS. MOTION PASSED UNANIMOUSLY.***

### C. EIN MOTION & VOTE CLARIFICATION

Decision to move to new EIN and move benefits will be delayed until December 31st and will begin on January 1, 2024

**MOTION: MOTION WAS MADE BY MARY KNIGHT AND SECONDED BY BETH DUNCAN TO EXTEND DEADLINE FOR MOVING ALL EMPLOYEES UNDER THE EIN FOR THE GCEF TO JANUARY 1, 2024. MOTION PASSED UNANIMOUSLY.**

**D. SUBSTITUTE TEACHER**

Currently at \$12.50/hr W-2 current, need to be more competitive with surrounding area to get a bigger pool of subs  
Recommend match the county's \$14 before next payroll date (before high cold/flu season)  
In December, have larger conversation around substitutes/parapro pay in the big picture  
Full compensation review with the Finance committee  
Daily rates are more common than hourly rate (1099)  
Angela suggests being competitive with the County

**MOTION: MOTION WAS MADE BY JENNIFER HUGHEY AND SECONDED BY BETH DUNCAN TO CHANGE THE BASE RATE FOR SUB PAY TO \$14/HOUR FOR THE 11/10/2022 PAYROLL AND MOVING FORWARD. MOTION PASSED UNANIMOUSLY.**

**E. TUTORING PROGRAM**

Has stopped and not started back up due to pay decrease and low scores  
Pay is \$45/hour now that the grant funding is no longer available (was \$200/hr)  
Can we meet somewhere in the middle

**F. CLUB FEES**

Currently, teachers bring an idea, buy everything  
20% of fees collected from parents go to the school (facilities and additional school expenses)  
Dunn said it used to be 10%; used to have outside clubs coming in and were matching those policies  
Angela thinks 100% should go to the club (going to incur those expenses anyway; teachers are investing their free time and sacrificing...should be compensated); teachers could be paid separately from the school  
Maggie, recommends we make a decision in December to start fresh with new start in January  
Teachers are not getting tax exempt status, not getting bulk prices, etc  
Danny does not see why the school would need a piece of the pie (would like to talk to some club leaders)  
Table discussion to December

**G. PAPER**

Teachers have an allotment of paper (1 case/semester)  
Maggie would like to have the school supply all the paper for the school year  
Angela recommends a middle ground (offer 1 case/semester plus an additional allotment for the team)  
The copier: each teacher has a code and gets cut off each month (2500/month)  
Dunn says every school has the same discussion, not new; is there a middle ground  
Caney said that having additional grade level amounts be added so teachers do not have to ask  
The more in bulk bought, the less it costs

- a. Everyone gets their box, and then we keep account of how much is used beyond that (let teachers know that)
- b. Beth recommends looking at paper vendors as opposed to Amazon and Staples
  - i. Reagan will look into CSUSA vendors for our paper and if the discounts/benefits come to the school or CSUSA
  - ii. Reagan will get Beth a copy of the copier contract
- c. Kick the research and 1st pass at recommendation to Mr. Dunn and Mr. Caney to bring back to the board

**VIII.ACADEMICS**

**A. CURRICULUM PURCHASES**

**B. Curriculum Purchases (Angela) - filling holes**

Beth asks how we are running a school and have no curriculum for social studies and science for all grades K-8  
Giving the teachers tools that make their jobs easier will keep the teachers happy and stable  
Danny asked why now, why are we not making CSUSA step up and fill these gaps  
Angela thinks we can fill holes now as opposed to waiting for CSUSA fleshing this out; that is a separate issue  
the process for CSUSA overseeing the curriculum needs to be reviewed

Reagan thinks the money was allocated for a science curriculum to be bought and Ms. Ellison had a plan to purchase it

Caney was not involved in curriculum (Beth asked perspective)

-Gallopade Georgia Experience K-8 for social studies (\$12,947.30)

Need to have a consistent curriculum; this is specific to Georgia and aligned to the standards of the state; has seen scores go up as much as 23%

Did not have curriculum and previously only had specific grades

Paper for K-2 and digital for other grades

Recommends accept proposal immediately to get the teachers the resources they need

Maggie/Danny wants to know from CSUSA why there has not been any curriculum; how does the prior school leader get to ask for things but not meet the needs of the school?

Reagan can take this back to get answers

-(HMH)

Bought for \$250,000 and teachers are unhappy with it

May need PD around it to make it relevant to each grade due to major shift in how taught and learned; needs to be delivered in stages onsite PDs from manufacturer for staff

Who purchased? CSUSA? Is this an expense the school has to continue?

-Stem scopes K-8 (\$5,617.30)

Do not currently have a science curriculum in any grade

A lot of functionality for teachers

Cover and master each topic (what grade it is taught does not matter)

Recommend this to have a cohesive learning pattern for students

-Mastery Connect Onsite PD

set of questions for all subjects across grade levels to prepare tests for students

No quote right now

A teacher has found powerpoint that may sub for paid onsite PD

-Made for Me Literacy

For students that have the greatest deficit (severe barriers to learning to standards); 2 students

Ms. Ellison purchased on personal credit card; paid by month

Bundle cost (\$134/12 months); recommend that Angela procure this for the teacher

-Science of Reading pd

Need by January 2024 per the legislation

Authorize 2 teachers to get this but no quote; authorize up to \$2000 (bid for Angela/Dunn to find)

Generation Geniuses (\$995/year for all grades)

Kids love!! ; supplemental videos

Subscription is about to run out

-Easy CBM \$4290/year for 600 students

Data missing due to not renewed by CSUSA ,Not usable and as accessible for the teachers

Need to constantly track data and have the data stored for a number of years

Maggie asked if it was possible that Ms. Ellison and CSUSA may have been planning for IReady to replace this?

Does it have the capacity to do this?

Eventually yes, but the transition would take years and it is not right for tier 2

Angela is asking for all of these tools to be purchased today so that we can fill in current emergency holes

She and Mr. Dunn will work on an overall plan to get a comprehensive and cohesive set of curricula for all subjects

and all grades for upcoming school years

***MOTION: MOTION WAS MADE BY MAGGIE PETERS AND SECONDED BY BETH DUNCAN TO APPROVE THE PURCHASE OF ALL CURRICULUM PRESENTED TO THE BOARD TONIGHT. MOTION PASSED UNANIMOUSLY.***

## IX.FACILITIES



**A. Janitorial Services**

Reports from teachers that the school is not being cleaned properly  
Beth reports that there is no website, new business as of April 2023, address is a home in Lawrenceville  
Beth volunteers to look into other options for services

**B. Door repairs**

Quote received is only for 2 doors  
Health and safety grant can cover this cost (provided it has not been drawn down)  
Officer Calloway brought to board's attention  
Maggie asked if Red Apple (CSUSA) was responsible for these repairs  
Yes, Mr. Caney said he was told that this was on hold and he said, no, get it done...it was not  
Angela recommends that Dunn/Caney gather quotes within 2 weeks and board authorize the  
decision making and getting work done

***MOTION: MOTION WAS MADE BY MARGARETTE COLEMAN AND SECONDED BY MAGGIE PETERS TO APPROVE GENE DUNN AND ROB CANEY TO ATTAIN QUOTES FOR THE DOORS TO BE REPAIRED AND FOR THEM TO DECIDE ON THE VENDOR TO MAKE THE REPAIRS. MOTION PASSED UNANIMOUSLY.***

**C. Keys & Alarms**

***MOTION: MOTION WAS MADE BY MAGGIE PETERS AND SECONDED BY JENNIFER HUGHEY THAT MOVING FORWARD THE VICE CHAIR IS A KEY HOLDER AND HAS ALARM CODE ACCESS TO THE BUILDING. MOTION PASSED UNANIMOUSLY.***

**X. OPERATIONS**

A. School Website- being updated currently

**XII. GOVERNANCE**

-Angela and Mary will be working together to get oversight reports and tools development; ongoing process  
-Mission/vision statement revisions  
Best practice would be to send ideas out to parents, staff/faculty, and students separate surveys for their input

**XII. PUBLIC COMMENTS**

public comment offered. all individuals who signed up were able to speak

**XIII. EXECUTIVE SESSION**

***MOTION: MOTION WAS MADE BY BETH DUNCAN AND SECONDED BY MAGGIE PETERS TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING OR DELIBERATING UPON THE APPOINTMENT, EMPLOYMENT, COMPENSATION, HIRING, DISCIPLINARY ACTION OR DISMISSAL, OR PERIODIC EVALUATION OR RATING OF A PUBLIC OFFICER OR EMPLOYEE AT 9:50 PM. MOTION WAS APPROVED UNANIMOUSLY.***

***MOTION: MOTION WAS MADE BY MAGGIE PETERS AND SECONDED BY MARGARETTE COLEMAN TO EXIT EXECUTIVE SESSION AT 9:59 PM. MOTION WAS APPROVED UNANIMOUSLY.***

***MOTION: MOTION WAS MADE BY MAGGIE PETERS AND SECONDED BY MARGARETTE COLEMAN TO RESCIND THE TERMINATION OF TERESA ELLISON AND ACCEPT HER RESIGNATION. MOTION WAS APPROVED UNANIMOUSLY.***

**XIV. CONFIRMATION OF NEXT BOARD MEETING & COMMITTEE DATES/TIMES**

CONFIRMED FOR 11/28/2024

**XV. ADJOURNMENT**

***MOTION: MOTION WAS MADE BY MARGARETTE COLEMAN AND SECONDED BY BETH DUNCAN TO ADJOURN THE OCTOBER 24, 2023, GEORGIA CHARTER EDUCATION FOUNDATION BOARD MEETING AT 10:04 PM. MOTION WAS APPROVED UNANIMOUSLY.***