



Georgia Charter Educational Foundation  
For Coweta Charter Academy  
**MEETING MINUTES FOR 02.11.25 BOARD MEETING**

**Location: The Candler Hotel 127 Peachtree St NE Atlanta, GA 30303**

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**I. CALL TO ORDER**

Pursuant to public notice, the meeting commenced at 5:58pm with a Call to Order by GCEF Board Chair, Danny Nungesser. Roll call was taken, and quorum established.

Attendees:

Danny Nungesser - Board Chair

Beth Duncan - Vice Board Chair

Jennifer Hughey - Director

Josh Le - Director

Angela Lassetter - Superintendent

Trina Weaver - Accountability Compliance and Academic Director

Pam Alfieri - Finance & Federal Programs

Rob Caney - School Director

**II. AGENDA APPROVAL**

**MOTION: Motion was made by Jennifer Hughey and seconded by Josh Le to amend the agenda by adding section a "Board Members", b "Board Secretary Election", and c "Attendance Policy Amendment" under VI and for the board meeting on Tuesday, February 11, 2025. Motion passed unanimously.**

**III. ADMINISTRATION**

A. 1/28/25 Board Meeting Minutes

**MOTION: Motion was made by Beth Duncan and seconded by Jennifer Hughey to accept the meeting minutes for the board meeting on Tuesday, January 28, 2025. Motion passed unanimously.**

**IV. GOVERNANCE**

A. Board Members

- i. Tara has resigned from the board due to conflicts with her work
- ii. The board needs to recruit at least 3 more board members with backgrounds in finance, accounting, legal, or construction who are not employees of the school or family members of employees

- iii. Board members are encouraged to identify potential candidates within their professional and personal networks, including interactions with parents
- iv. Succession planning was discussed, as board members will transition off the board over time. The goal is to strategically expand the board's membership to ensure strong governance and diverse expertise

B. Board Secretary Election

**MOTION: Motion was made by Jennifer Hughey and seconded by Beth Duncan to elect Josh Le as the new Board Secretary. Motion passed unanimously.**

- i. The board acknowledged the need to update the corporate license with the current board secretary information
- ii. Updating the secretary role on the state website will provide the necessary documentation and transparency

C. Attendance Policy Amendment

- i. The board reviewed a proposed amendment to the school's attendance policy
  - a) Key changes included:
    - (1) Establishing a limit of 10 consecutive unexcused absences before a student must be withdrawn
    - (2) Providing administrative discretion for extenuating circumstances such as illness or homelessness
- ii. The board discussed the rationale for the policy update, which was to:
  - a) Prevent extended student absences for non-educational reasons
  - b) Ensure out-of-school suspensions are viewed as consequences, not vacations

**MOTION: Motion was made by Danny Nungesser and seconded by Josh Le to approve the amendment to the Attendance Policy. Motion passed unanimously.**

**V. FINANCIAL**

A. 990 Update

- i. The board was informed that the school has contracted with Bambo to prepare the 990 tax filing
- ii. Angela reported that Bambo is currently in the process of completing the 990 and will be providing a proposal for a contract to handle the 990 filing for the next fiscal year
- iii. This proposal is expected to be presented to the board within the next two weeks

**VI. OPERATIONS**

A. CPF CAP Update

- i. The school is required to submit a CPF Corrective Action Plan by February 17th and is prepared to submit the necessary documentation by the deadline
- ii. This CAP addresses two areas identified for improvement - one financial and one operational
- iii. The school recently received the CPF results for the prior year. Key highlights include:
  - a) Academics scored in the "Exceeds" category, the first time in years
  - b) Operational score improved from the 70s to 94
  - c) The financial score remained in the "Does Not Meet" range
- iv. The financial score was impacted by factors beyond the school's control, such as a late audit and federal programs compliance issues

**B. Janitorial Services**

- i. The board expressed significant concerns about the quality of janitorial services provided by the current vendor, Priority One. Issues highlighted include:
  - a) Incomplete or inadequate cleaning tasks, such as leaving piles of dirt in classrooms after sweeping
  - b) Failure to meet contractual obligations, with fewer workers than specified
  - c) Lack of accountability and responsiveness from the vendor's management
- ii. Ongoing communication and meetings have happened with Priority One's owner to address the problems
- iii. The board considered proposals from two alternative janitorial service providers, which were more expensive but reportedly could meet the school's expectations
- iv. The board discussed the potential financial impact of switching vendors, as well as the need to ensure proper scheduling to accommodate the school's activities
- v. The board decided to further review the Priority One contract, consider penalties for breaches, and evaluate the alternative bids before making a decision at the next meeting

**VII. PUBLIC COMMENT**

**VIII. Next Board Meeting Date/Time/Location Confirmation (3/25/25 at 6pm)**

**IX. ADJOURNMENT**

**MOTION: Motion was made by Beth Duncan and seconded by Jennifer Hughey to adjourn the board meeting at 6:27pm on Tuesday, February 11, 2025. Motion passed unanimously.**

**Next Board Meeting: Tuesday, March 25th, 2025**