

NLAE Board Meeting

Saturday, August 25, 2018.

- I. Call to Order – 9:30AM
- II. Roll Call – Mr. Alphonsa Foward, James Sledge, Dr. Sara Yum, Theresa Thomas, Celeste Anderson, Dr. Mary Parker. Celena Cater excused.
- III. Review of minutes from board meeting June 9, 2018. Theresa made a motion to accept the minutes with the correction of spelling of Mr. Alphonsa Foward's name, and adding the May 18th, meeting date for 2019. James Sledge 2nd the motion. All in favor.
- IV. Confirm Scheduled-meeting dates *see below – James Sledge made a motion to accept all meeting dates, including board training and finance committee meetings. Dr. Sara Yum 2nd. All in favor.
- V. Board Training Dates
 - a. December 15th, 2018
 - b. April 20th, 2019
- VI. Establish dates for Finance Committee Meetings for school year 2018-2019
 - a. February 16th, 2019
 - b. March 16th, 2019
- VII. Board Members Roles & Responsibilities – Board voted to elect the following roles for school year 2018-2019: Theresa Thomas – Chair, Celeste Anderson– Vice Chair, James Sledge– Treasurer, Dr. Sara Yum – secretary. All are in favor.
- VIII. Annual Review of Conflict of Interest Policy – completed by everyone.
- IX. Establish both Academic Committee – Celena Cater & Governance Committee – Theresa Thomas. Theresa Thomas made a motion to accept these two in their new responsibilities for leading these committees. James Sledge 2nd. All in favor.
- X. Strategic Planning – develop 3-5 year plan for 2019-2024. Determined we will bring in someone to consult with us on creating and detailing our Strategic Plan in our October meeting.
- XI. Communication Plan – Ms. T. Johnson is school messenger. We will establish roles of communication for who speaks on behalf of the school. Will be researched and defined at a later date.

- XII. Charter Renewal – the County, in a public meeting gave us rave reviews and noted we are a star in the Charter Community. They said we are the model of what charter schools should be and recommended we consider extending to high school. Information provided.
- XIII. New Facility Update 6th – 8th grade Campus. Facility has been approved by Gwinnett and we are waiting for final approval from the Georgia School Department.
- XIV. Facilities Update – Parking Lot, Landscaping. Current lot has cracks in cement that will be repaired and resurfaced and new striping. Cost is \$18,000. Storm in July caused damages to trees in rear of property. Cost of \$15,000 was used to address damages and cut down trees for preventative measures from any further damages.
- XV. Board Policy Manual /Board Code of Ethics – Theresa Thomas will create and provide our manual in the next board meeting. We have all the content but it's not currently all in one place.
- XVI. Records Retention Policy – we have a policy that we mirror from Gwinnett County. Theresa made a motion to accept the continued use of record retention as followed from the Gwinnett County Policy. James Sledge 2nd. All in favor.
- XVII. School Updates
 - a. Summer Instructional Institute Jul 26th – Aug 2nd
 - b. Meet Your Teacher Aug 3rd
 - c. First Day of School Aug 3rd – kindergarten Aug 6th for 3rd grade and above
 - d. Curriculum Night – Aug 20th – 21st
 - e. School-Wide Community Council SWCC – Aug 20th – 21st
 - f. Georgia Milestones Assessment System GMAS – SY 2018-2019
- XVIII. Enrollment – 571 as of 8/20/18, budgeted for 600
 - a. Waitlist – 300 plus, and we are pulling from the list as availability opens.
- XIX. Technology Updates – School purchased 100 Chrome books.
- XX. Safety/Security – contracted with Duluth police department M-F, 7am – 4:30pm with a lunch break.
- XXI. Financial Update/Audit – Celeste made a motion to approve all financials as read. Theresa Thomas 2nd. All in favor. Audit in process.
- XXII. Adjournment – 10:43am Celeste Anderson called for meeting to adjourn.

*Scheduled Dates

August 25th

September 15th

October 20th

November 10th

December 15th (board training)

January – no meeting

February 16th

March 16th

April 20th

May 18th

June 15th

July – no meeting