

Board Meeting

Saturday, December 10, 2022
9:00am

I. Call to Order: The meeting was called to order at 9:16 AM

II. Roll Call: Ms. Theresa Thomas, Dr. Mary Parker, Dr. Matisa Wilbon, Mr. Willie Tolbert, Mr. Alphonsa Foward

III. Review minutes from the previous meeting on Saturday, November 19, 2022

IV. NLAE Mission: Mission statement was read by Mr. Tolbert

Theresa Thomas moved that the following items be added to the end of the board meeting:

- Parent liaison position
- Holiday gift for teachers
- Health Insurance

Dr. Wilbon seconded. All were in favor and the motion moved

V. School Updates

- MTSS Implementation
- Digital Talent Show - Dec 15, 2022
- Dr. MLK Jr. Day - Jan 16, 2023
- Chinese New Year Week - Jan 17 - 20, 2023
- Honor Roll Assembly - Jan 20, 2023
- Digital Learning Day - Feb 3, 2023
- Black History Month Program - Feb 15, 2023
- Upcoming Breaks
 - o Winter Break: Dec. 19, 2022 - Jan. 3, 2023
 - o Student Holiday: Jan. 4, 2023

VI. Enrollment

- Current Enrollment 2022-23 (83 students as of Dec. 9th)
- Re-enrollment period: Nov. 1, 2022 - Dec. 16, 2022 (Just 35 students away from having all students return in the next school year)
- Open Enrollment period: Dec. 5, 2022 - Jan. 31, 2023 (83 new applicants)
- School Tours - January 4, 2023 (4 sessions)
- Advertisements
 - o Gwinnett Magazine
 - o Tanner Signs
 - o Lamar Signs

- o NLAE Website
- o NLAE Marquee
- o GCPS Website/TV
- o Gwinnett Daily Post
- o Daycares
- School Lottery - Feb 7, 2023 (Electronic, completed through GCPS)

VII. PBIS Updates

- Monthly Review

VIII. Testing Updates-the assessments below are in progress

- Mid-year Data
- GCPS Milestones
- Gifted Assessment
- 1st Semester Final
- District Assessments

IX. Academic Updates

- Grade Recovery (Middle School)-teachers are working hard to ensure all students are passing so they don't have to attend grade recovery or summer school

X. Employee Services

- Mid-year Instructional Institute
 - o Module 4 for Responsive Restorative Approaches (SEL Training from GCC)-will be talking about teacher impact and restorative practices
- Teacher Evaluations
 - o 2 Brief Observations
 - o Mid Year Conferences (for all teachers)
 - Teachers teaching for less than 3 year receive 2 brief observations and a formative evaluation
 - Teachers teaching for more than 3 years will receive a formative evaluation
 - All teachers will participate in a midyear conference
- Letters of Intent given February 1, 2023
- Offer Letters given March 1, 2023
- Teacher Contracts March 15, 2023 (contracts should be returned by 1st of April)

XI. School Nutrition Program Update

- State Verification Complete
- Procurement Review Complete (audit)
 - Two (2) Corrective Action Items
 - On-Site tour conducted at Simply Elegant Dec 9, 2022
 - Price Adjustment Approval
 - June 2021: Simply Elegant increased price per meal from \$2.99 to \$3.10 due to increase in cost of goods
 - SY 21-22 & SY 22-23 (current): Will be invoiced \$3.10 per meal from Simply Elegant, as well as \$20/day for set-up and cleaning/maintenance by a member of Simply Elegant team.

Motion made by Theresa Thomas to approve the price increase from \$2.99 to \$3.10 per meal and to pay the \$20/day for set up and cleaning/maintenance by a member of Simply Elegant Team. Seconded by Mr. Willie Tolbert. All were in favor. Motion passed.

- SY 21-22 & SY 22-23 (current): NLAE School Nutrition Department will charge \$3.50 per meal for full paid students, and \$0.40 per meal for reduced price students

XII. Facilities Update

- Future Site Update

XIII. Financial Update

- Financial Report
- Received another financial \$56,037 federal grant for facilities.

Theresa Thomas moved that our financial report review until our next in-person meeting (in February) due to our abbreviated schedule. Dr. Wilbon seconded and all was in favor.

XIV. Board Updates

- GSBA Conference Reflections
- Next Meeting: Saturday, February 18, 2023 - 9:00am

XV. New Business

- Parent liaison position-funded through the ESSERIII federal fund the county would pay a salary for a two years and then it would become part of the NLAE
- Holiday gift for teachers-Ms. Thomas moved for a one-time pay adjustment of \$250. Mr. Tolbert seconded the motion. The item passed.
- Health Insurance-Dr. Wilbon moved to increase the percentage of insurance for teachers from 50% to 65% and offset the expense with the

rebate that New Life receives from Blue Cross/Blue Shield. Mr. Tolbert seconded. The motion passed.

XV. Adjournment The meeting adjourned at 9:58 AM