



KENNESAW CHARTER
SCIENCE & MATH ACADEMY

GEORGIA CHARTER SCHOOLS, INC.
Academic Committee Meeting Minutes
Date July 16, 2019

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
7/16/19	9:20am	10:30pm	8/13/2019	8am	Lyn Carden
Meeting Location:					
KCSMA					

Attended by:	
Jacqueline Oduselu Annette Higgins Kenya Walker Michael Crowder	Lyn Carden, EIP (via telephone)

- I. **Called to order** – 9:20am
- II. **Roll Call**
- III. **Old Business**
 - a. STEM – Dr. Walker notified the board that she has been in contact with a representative from STEM.
 - They are changing the process and requirements by which schools become STEM certified. It is important that KCSMA receive their certification in the fall under the old system, or there will be a significant delay.
 - Dr. Walker told the committee she is continuing to work with them and will be following up for more information.
 - Dr. Walker notified the committee she has been through this process before at her previous school and understands the expectations.
 - She reminded the committee of the importance of having the right teachers in

place for implementation.

- Ms. Higgins told the committee that she is re-arranging the Org chart to make STEM a bigger focus.
- b. School academic strategic plan – Dr. Walker has been reviewing the current documentation for the schools strategic plan, and she was provided more during the committee meeting.
- Ms. Oduselu provided an update on where the strategic plan had left off prior to Dr. Walker’s involvement.
 - The committee agreed that the focus of the plan needed to be on the charter goals.
 - The committee discussed current charter goals and agreed to review additional goals for renewal.
- c. AdvancEd report review – The committee reviewed the AdvancED recommendations from the report and updated the new Principal and Assistant Principal on advancement toward the recommendations.
- Ms. Higgins suggested that the charter goals and AdvancED recommendations be laminated and posted in each school leaders office.

IV. New Business

- a. Job description Review – The committee reviewed the job descriptions for Executive Director, Principal and Assistant Principal.
- The committee agreed to change the term of the AP contract dates, the title of their supervisor and add more responsibilities to the AP role.
 - The committee discussed Dr. Walker’s contract but made no revisions to Principal and ED job descriptions.
 - The committee chair requested the 3 job descriptions be added to the board agenda for approval.

V. Adjournment - 10:30am

VI. Next Meeting – August 13, 2019 at 8am

