



KENNESAW CHARTER
SCIENCE & MATH ACADEMY

GEORGIA CHARTER SCHOOLS, INC.
Governance Board Meeting Minutes
Date February 27, 2020

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 Meeting: | Next time: | Prepared by: |
|--------------------------|--------|--------|---------------|------------|--------------|
| 2/27/20 | 5:50pm | 6:30pm | 3/26/20 | 5:30pm | Lyn Carden |
| Meeting Location: | | | | | |
| KCSMA | | | | | |

| Attended by: | |
|--------------------------------------|--|
| Jacqueline Oduselu George Shipman | Annette Higgins Dr. Kenya Walker Michael Crowder Taylor Lloyd, Prestige Gregg Stevens, EIP Shaun Kerr, EIP Lyn Carden, EIP |

- I. Welcome and Call to Order**
- II. Roll Call**
- III. Approval of Agenda** – Mr. Shipman made a motion to approve the agenda as presented, Ms. Oduselu 2nd, unanimous
- IV. Approval of Minutes** – Mr. Shipman made a motion to approve the January meeting minutes as presented, Ms. Oduselu 2nd, unanimous
- V. Public Comment** – No public comment
 - Parents, teachers, and community members are invited to share their opinions, ideas, and concerns. Signup begins 30 minutes before the meeting convenes. Public comments are limited to 2 minutes per speaker. It is not the procedure of this Board to address public comments/questions at the meeting. Please provide contact information at sign up so any general questions can be answered at a later date.
- VI. Reports**
 - a. Executive Director – Ms. Higgins presented:

- FTE update
 - Staffing update, business manager moving to part time
 - Professional Development update - working on differentiation of instruction
 - Safety grant update
 - Stakeholder update
 - Ms. Higgins is working with Mr. Crowder to ensure all procedures are in place should the school be impacted by the Corona Virus. As a part of that, a letter is going home to parents tomorrow which was provided by Cobb County. Ms. Higgins emphasized there was no reason to be concerned, the school was being proactive, as is the state.
 - The board discussed the events of the school conducting charitable causes. Ms. Oduselu supported the importance of teaching children to give back to the community.
- b. Finance – Ms. Lloyd presented:
- Reviewed budget vs. actuals
 - Discussed line items to the end of the year
 - The board asked for additional notations to be reflected on the financial reports.
 - Finance committee meetings have moved to the 3rd Monday of the month at 9:30am.
- c. Academic – Ms. Oduselu presented:
- Preparing for milestones.
 - Discussed MAP testing.
 - Saturday school underway for identified students in need of academic support.
 - Mr. Shipman discussed the cost of Saturday school.
 - Academic Committee meetings have moved to the 3rd Tuesday of the month at 8:00 am.
- d. Operations - Ms. Oduselu presented:
- Inventory is being completed, the staff is working together to complete by March 15th deadline.
 - Reviewed DOE deliverables and the school closure process.
 - Shared that the 501-C-3 status has been renewed.
 - Parent meetings, as a part of the closure have been scheduled– one is complete, the 2nd is scheduled to take place in April.
 - Operations Committee meetings have moved to the 3rd Tuesday of the month at 9:00 am.

VII. Old Business

- a. Transition Deliverables – Ms. Oduselu discussed the documents provided by the DOE for closure deliverables. She discussed that the school has been working with Cobb County school district to ensure the deliverables are met and the school will be able to close on June 30th. Ms. Oduselu reviewed the deliverables that have been met so far pointing out the school is on track. She thanked everyone for their hard work and said they are continuing to get clarity on all the business matters for the state and district. The board discussed the assets and working with the bond holder.

VIII. New Business

- a. Board Trustee – Ms. Oduselu introduced Gregg Stevens and discussed what he would be doing as the board trustee. Mr. Stevens reviewed his background. Mr. Stevens noted that he has worked with several schools in this situation and has never seen such a dedicated staff, group of teachers and board in ensuring instruction continues and the school closes well. Mr. Shipman made a motion to appoint Mr. Stevens as the boards trustee, Ms. Oduselu 2nd, unanimous. The board welcomed Gregg and thanked him.
- b. Parent Survey – Ms. Higgins told the board that the parent survey is going out after spring break. The board discussed the need for the survey and it’s expectations for this year.

IX. Board Announcements and Comments – Ms. Oduselu emphasized the board’s pleasure that the school was doing charity fundraisers and thank leadership at every level for all of the work despite the end result of school closure. She reiterated that the goal of finishing the year strong at the school level and at the board level.

X. Next Board Meeting - March 26, 2020 at 5:30pm.

XI. Adjournment Mr. Shipman made a motion to adjourn, Ms. Oduselu 2nd, unanimous at 6:30pm.

Jacqueline Oduselu, Board Chair

Date: _____

Board members are always available to answer individual questions by email via kcsboard@kcsma.net.

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