



**KENNESAW CHARTER  
SCIENCE & MATH ACADEMY**

**GEORGIA CHARTER SCHOOLS, INC.  
Governance Board Meeting Minutes  
Date April 23, 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:
4/23/20	5:31pm	7:13pm	5/28/20	5:30pm	Shaun Kerr
<b>Meeting Location:</b>					
Virtual					

<b>Attended by:</b>	
Jacqueline Oduselu (Chair)	Anette Higgins (Executive Director - ED)
George Shipman (Board Member)	Danny Brewington, EIP
	Dave Faunce, Prestige
	Shaun Kerr, EIP

**I. Welcome and Call to Order (5:31PM)**

**II. Roll Call**

**III. Approval of Agenda**

- a. Motion Mr. Shipman second Mrs. Oduselu, unanimous board approval

**IV. Approval of Minutes**

- a. Motion Mr. Shipman second Mrs. Oduselu, unanimous board approval

**V. 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.

- None

**VI. Executive Session – To discuss a legal matter (OCGA 50-14-2)**

## **VII. Required Actions following Executive Session**

- a. Motion to exit executive session to discuss a legal matter by Mr. Shipman, seconded Mrs. Oduselu, unanimous board approval

## **VIII. Reports**

### **a. Executive Director**

- Ms. Higgins provided her report.
- Mr. Shipman ask if the stipend asked for by Mrs. Higgins was on a salary schedule previously approved by the board. She answers in the affirmative.
- Mrs. Oduselu asked if the amount teachers will be receiving is the previously approved amount paid to teachers. Mrs. Higgins responds in the negative and communicates that the aforementioned amount was for teachers to reimburse them for expenses. This is a stipend for every employee in the amount of \$1,000.
- Mrs. Oduselu asked if the proper chain of command has been followed and the finance committee chair and the Ms. Taylor (with Prestige Financial) have been consulted. Mrs. Higgins answers in the affirmative but says she can go into more detail with Mr. Shipman.
- Mrs. Higgins recommendation was a \$1000 stipend for all faculty and staff except for the Executive Director.
- Motion from Mr. Shipman to award a \$1,000 stipend to every fulltime staff member including the Executive Director, second Mrs. Oduselu, unanimous board approval

### **b. Finance**

- Mr. Faunce notified the board that the monthly revenue from the district was increasing by \$154,000 each month over the next 3 months (starting next month).
- The board reviewed expenses and debt closure with the ED and Mr. Faunce.
- The board votes on the financial report for March 2020. Motion Mr. Shipman second Mrs. Oduselu, unanimous board approval.

### **c. Academic**

- Students are learning virtually, and the teachers are reporting to the ED.

### **d. Operations**

- The school is closed and all applicable guidelines as issued by the state and county are being followed.
- No one is allowed on campus without communicating with the ED and obtaining permission in writing.

## **IX. Old Business**

### **a. Inventory update**

- The inventory update is complete.

### **b. DOE deliverables**

- The school is on track to meet all the DOE deliverables on schedule.

## **X. New Business**

### **a. Virtual school update & challenges**

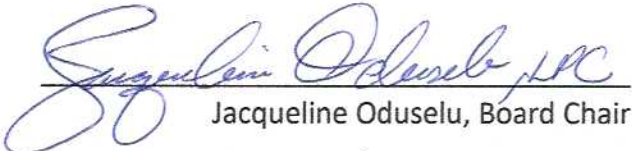
- Chair thanks the faculty for their work teaching kids virtually
- b. Academic Calendar for the remainder of the year
  - The school will continue to abide by the current academic calendar. The Chair goes over the milestones left on the academic calendar with the executive director.
- c. Academic Guidelines for the remainder of the year
  - Chair reemphasizes no one is allowed on campus without written approval from the ED.
- d. Teacher Grants
  - Voted on and approved earlier
- e. Cares Act – Allotment
  - ED communicates that KCSMA might not receive funding from the CARES act but it is still “wait and see.”
- f. Consolidation of accounts
  - The ED has to gain access to the building to see about a missing scanner that may have been already returned to the bank. The serial numbers have to be checked against records to verify.
  - The Chair asks how many bank accounts are left open. The ED communicates that two accounts are still open; the rest have been closed.

**XI. Board Announcements and Comments**

- a. **Virtual graduation is on May 14<sup>th</sup>**
- b. **Virtual assembly is this Friday at 9am**
- c. Chair wants to reiterate that no one can come on campus for any reason without written approval from the ED, even to celebrate graduation, etc.
- d. Chair thanks the entire faculty and staff for helping through the pandemic and encourages everyone to continue all the hard work. Mr. Shipman concurs.

**XII. Next Board Meeting – May 28<sup>th</sup> 5:30pm**

**XIII. Adjournment (7:12PM)**

  
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 Jacqueline Odusele, Board Chair

Date: 5/28/20