

Southwest Georgia STEM Charter Board of Directors
Board Meeting Minutes
September 17, 2020 at 5:30 P.M.

**Meeting also offered through Teleconference Option due to
COVID-19: Dial-in Number 978-990-5080: Access Code: 6521665
advertised on the School Website as well.**

In attendance at the meeting were: Tony Lee - Board Chair, Chris Weathersby - Board Vice Chair, Lisa Jones - Board Member,, Patricia Goodman - Board Member, Ginger Almon- School Leader, Bill Colling - CFO, Kadie Phillips - Federal Programs Director. Russell Nuti - Board Member called in to the meeting.

- Call to Order - Tony Lee, Board Chair at 5:30p.m.
- Approval of August Minutes - Action Item
 - Motion to Approve:Chris Weathersby, 2nd-Patricia Goodman, Board Vote: All Yea
- Approval of Agenda - Action Item
 - Motion to Approve: Chris Weathersby, 2nd-Patricia Goodman, Board Vote - All Yea
- Public Comment
 - No public comment - No visitors present

School Leader's Report - Information Items

- CSI Update
 - We are working with the CSI team. We have Dr. Gillette, Dr. May, and Bari Geeslin working with our team. We have been identified as a CSI school based due to needing improvement on the CCRPI data. Being identified as a CSI school, we receive a 150,000 in funds to budget for items we need to improve our deficient areas. We are working on the FY21 budget for these funds at this time. Board Member Chris Weathersby asked, "How can we get off this list?" School Leader Almon replied, " We will have to improve by 3% on the CCRPI Scores." We are currently working on this goal.
- COVID-19 Plan and Updates
 - The middle school students and teachers will return to school on Monday, September 21, 2020. We have gone into each classroom and put new safety measures in place. We have put tape on the floors that are 6 feet in front of the

teachers area and the smart/white board areas in the front of the classrooms. We have also spoken with the teachers and explained that they are not allowed to stay within 6 feet of the students for more than 15 minutes.

- We are being more flexible with the sign in for Google Classroom, originally it was to be signed in by noon daily. With the parents working some of the students are not able to sign in until later. We are now counting the students present as long as they complete their assignments daily.
- We will soon be sending out the information to find out how many students will be wanting to switch from virtual to face to face for the beginning of the 2nd quarter. As long as the number of COVID cases continue to be low as they currently are we would really like to have all students face to face after Christmas. We have some very overwhelmed teachers and staff supporting both virtual and face to face.
- Accreditation through Cognia
 - Cognia is a company that will help us with the accreditation process. The former superintendent went to the training in November, but ultimately nothing was done with the process before the departure in February. School Leader Almon is working on gathering the information for the Readiness Phase. We will then enter the Candidacy Phase. The representative that we spoke with stated that we should be able to be accredited by the end of the school year. Ginger Almon will have more of an update for the next board meeting. This should have been done at the entering of the third year of the school, so we are already behind in this area.
- Fundraiser
 - We are going to have a fundraiser. It is a T-Shirt sale. The design was shown to the board and they liked the design and approved the sale of the fundraiser.

Academic - Information Items

- Benchmarks for the 20-21 School Year
 - This week we began to administer benchmark testing for the elementary students.
 - The tests were STAR Early Literacy for Kindergarten, and STAR Reading and STAR Math for all grade levels, USATestPrep for grades 3-9 in Social Studies and Science, DIBELS for grades K-3, GKIDS 2.0 for Kindergarten, Keenville for grades K-2, and Lexia Rapid for grades K-2. This local assessment data will provide the teachers and the freckle program with the information that they need to place student specific programs based on their needs. This will also help the LLI program and the teachers that focus on the EIP students.
- Introduction of Instructional Coach - Mrs. Scoggins

- Mrs. Scoggins introduced herself. She spoke of her past work experience in Schley County. She has over 15 years of experience in education. She talked about the programs that the teachers have been working with introducing and getting to know each of the staff. She has worked with all the teachers on planning and implementing the programs. She is excited and passionate about getting the school on the track to become a success school. School leader Almon spoke about how Mrs. Scoggins was mentioned many times in the teachers shout out stating how much they appreciated her help and are so happy to be working with her. We can already see the improvements being made!
- Required Testing for the 20-21 School Year
 - Currently, we are scheduled to administer the GA Milestones to all grade levels with the exception of the 5th grade social studies assessment and 9th grade EOCT in literature. They have yet to make the decision to eliminate all testing for the 20-21 school year.

Finance - Action Item and Information Items

- Approval of August's Financial Report - Action Item
 - Motion to Approve: Chris Weathersby, 2nd -Lisa Jones, Board Vote - All Yea
- Renewal of Agreement with Job Pro Services - Action Item -
 - Last year the contract was for \$95,000 and this included the purchase of a floor cleaner. The negotiation was lowered to 90,000 for the year. On the new contract and with the addition of the new SPED room the contract was for 100,000, but we are going to have an employee take care of that room during the day which is leaving the balance at 95,000 for the year. The contract is for October 1, 2020 - September 30, 2021. This contract included 4 workers cleaning at the school daily.
 - Motion to Approve: Chris Weathersby, 2nd -Lisa Jones, Board Vote - All Yea
- Purchase of Floor Cleaner
 - Job Pro owner, Lois Murphy, gave information for a Timberline XS Standard. This is an expense machine and at this time we are going to wait to price check more items. We will address this once we have more information.
- Roof in Locker Area
 - On Friday, September 18, 2020 ELi Yoder with Yoder roofing is coming to look and give us a price on the roof. There is leaking water in several areas.

- Financial Submission Status with GaDOE
 - We will have submitted all the information to the DOE. It was submitted early as the due date was 9/30/2020.
- Audit Status
 - We have sent the information for the audit to Doug Erwin. Once he completes his part, the information will be sent to Mauldin and Jenkins. The final audit is due to be completed by November 1, 2020..
- Predicted CPF for Finance
 - There are three areas that we are still failing. The PPP loan forgiveness would put us into the passing area - where maximum points could be attained in two areas. The third area is dependent upon the October FTE count and the numbers submitted for forward funding to the SCSC. We were much more conservative this year, so we anticipate receiving maximum points in this area as well. The PPP information has been sent to the bank and once they complete their part it will then be sent to the lender. This is a lengthy process with at least 60 days at each establishment. Once the first part has been completed, One South Bank will notify Tony Lee, Board Chair.

Governance - Information Items

- Discuss the school leader's performance related to LKES
 - LKES Standard 3: School Climate - Ginger Almon showed evidence that she is accomplishing this standard - particularly Sharing decision-making to maintain high school morale by creating a strong Leadership Team that is assisting with making decisions related to school improvement (agendas, minutes, etc).
- Accreditation through Cognia -
 - As stated before we are working on this and will update more at the next board meeting.
- Strategic Planning
 - This should be able to be accomplished through Cognia.
- Approval of Policies (P2-P3, S5 - S23, Grievance Policy) - Action Item
 - The policies were given at the last board meeting. No major corrections to be made, grammatical only.
 - Motion to Approve: Chris Weathersby, 2nd-Patricia Goodman, Board Vote: All Yea

- Discuss upcoming SCSC Monitoring Visit for the 20-21 school year
 - This is a virtual monitoring visit that is scheduled for 09/22/2020 at 10:00 a.m. The board is not required at this meeting. School Leader Almon states that she feels pretty good about the monitoring visit. They will conduct the meeting asking questions. Information that is needed will be sent in a follow up email and we will have one week to gather the information and return to the monitoring committee. She has composed a Monitoring Team: School Leader, Ginger Almon; Instructional Coach, Julia (Velvet) Scoggins; CFO, Bill Cooling and Jan Chandler; SPED Director, Natalie Zajac; Data Coordinator, Nicole Horn.

- Discuss the next 4 categories related to the CPF and what steps we are taking to improve
 - 1) *Is the governing board complying with all applicable general Governance requirements?* On the monitoring we scored a 4 of 4. We will also score this well in the next monitoring.
 - 2) *Is the governing board complying with all applicable open governance requirements?* On the monitoring we scored a 4 of 4. We will also score this well on the next monitoring.
 - 3) *Is the governing board complying with all applicable governance training requirements?* On the monitoring we scored 4 of 4. We will also score this well on the next monitoring.
 - 4) *Is the governing board operating transparently and effectively communicating with stakeholders?* We scored a 4 of 4 in this area. We will also score this well in this area next year also.

Adjourn Meeting

APPROVAL OF ADJOURNMENT OF MEETING

- Motion: _Chris Weathersby_ Second: _Patricia Goodman Vote: all yes

TIME ADJOURNED: 6:22 PM