

SOUTHWEST GEORGIA S.T.E.M. CHARTER SCHOOL

SCHEDULED Governance MEETING Minutes

Media Center in Main Building

June 3, 2020 - 5:30 PM

CALL TO ORDER - @ 5:33 pm by Chris Weathersby, committee lead

ITEM 1. APPROVAL OF May 6, 2020 minutes:

·Motion: _Lisa Jones_ Second: _Tony Lee_ Vote: all yes

ITEM 2. APPROVAL OF AGENDA FOR June 3, 2020

·Motion: _Tony Lee_ Second: _Lisa Jones_ Vote: all yes

ITEM 3. PUBLIC COMMENT - none

ITEM 4. Georgia Cyber Academy Partnership - the Charter Commission could not find any legal reasons that we could not move forward with our idea for offering the space to the 10th grade students for a Digital Learning Lab. They have concerns with the liability and the funds to pay for the paraprofessional position to monitor the students. Email has been sent to Hayden Hooks - SGSC School Attorney - for her to reach out and work with the attorney at the Georgia Cyber Academy. Hopefully we will hear an answer back at the end of this week, if not we will reach out to her first of next week.

ITEM 5. Transportation Department - With the budget cuts, the proposal of eliminating the Transportation Director position and offering a lead bus driver position to the current director was agreed on by the committee. A new job description was created for the position with the new salary. The Board Chairman and Vice Chairman are going to go and visit the current transportation director to discuss the new position and proposal.

ITEM 6. Maintenance - Discuss hiring opportunity for a maintenance position - We have a new opening due to the current Maintenance quitting on May 30th by telephone call. Ginger states that she thinks that the position could be held by a 49% employee or if there were a combination of jobs that might also be possible. There are many things that need to be done after the students have been dismissed from school. Anyone please send applicants to the board office.

ITEM 7. Strategic Planning - This training will be discussed when we have the board meeting with Jeff Homan or if he calls and reschedules before.

ITEM 8. Potential Board Members - Our school charter states that we can have up to 9 board members. Through discussion each board member decided that we need to make sure when we are looking for potential board members, we make sure that the candidates have something to offer the board that we do not have right now. We desperately need someone with an educational background. Also someone with financials and fundraising experience and skills. Each member has a few people to reach out and see if they would be interested in coming to the next board meeting.

ITEM 9. Comprehensive Performance Frameworks (Operations) - The next 4 categories related to the CPF and what steps we are taking to improve

- 1) *Is the school following Generally Accepted Accounting Principles (GAAP)?* On the monitoring we scored a 0 of 5. It states that during an independent audit, a finding was received on not following at least one law, rule, regulation or provision of the charter. STEPS TO IMPROVE: The policy and procedures have been updated and everyone is aware of the rules and regulations. We are all working very well with each other to get this goal accomplished.
- 2) *Is the school following all applicable financial requirements when spending federal funds?* On the monitoring we scored a 0 of 4. The school did not do the proper internal controls, expenditures, inventory, drawdown procedures and/or cost principles when spending federal funds. STEPS TO IMPROVE: All employees are now trained with the federal funding guidelines and rules. All team members are working together to ensure that these rules are followed.
- 3) *Is the school following the Local Units of Administration (LUA) Manual?* On the monitoring we scored 0 of 4. The school failed to comply with one or more material provisions of the LUA manual. STEPS TO IMPROVE: We have been revamping the school policies and manual to follow the LUA Manual. These procedures have already been put in place.
- 4) *Did the school approve its budget in compliance with the state law?* We scored a 4 of 4 in this area. We will also score this well in this area next year also.

ITEM 10. Projects around the School Discuss - Ginger Almon updated the members on the progression of aquaponics. Kim Moore and her mother have been working very hard on getting things prepped. They still have to get the rest of the ponds and stations built before the rest of the electricity can be run. The plan is to get this accomplished in the next two weeks. The needs for a covered walkway from yellow building to main building - and from lunchroom to auditorium have become a necessity as the students are getting soaked when going to the library, lunchroom, the bus, and the car pick up line. How to pay for these improvements was discussed and Chris Weathersby stated

that he thinks he has a way to get it done for no or minimum price. He is going to reach out to his contact this week and will update everyone once he knows something.

ITEM 11. Bus on Property Discuss - The discussion of the newly located bus that Justin Moore informed Ginger Almon, Kadie Phillips, and Tony Lee about during the report card pick up on Friday May 29th: The bus was on located on Scott Torbert's land. Scott stated that Justin wanted the bus on his property as he was using parts from it to fix another bus since it was no longer running. Justin had mentioned something about sending a bill for storage, but there was never an agreement for storage that has been presented in the year and a half that the bus has been located on his property nor did any of the current staff have any knowledge this bus existed. Unanimous decision was made on how to handle the situation if it comes up again.

Adjourn

APPROVAL OF ADJOURNMENT OF MEETING

- Motion: _Tony Lee_ Second: _Lisa Jones Vote: all yes

TIME ADJOURNED: ____6:30____PM