

Southwest Georgia STEM Charter Board of Directors Meeting

August 20, 2020 at 5:30 P.M.

AGENDA - Media Center at SGSC

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

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

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

School Leader's Report - Information Items

- COVID-19 Plan and Updates
 - The students will return to school on Monday, August 24, 2020, both face-to-face and virtually. The teachers have been back since August 3, 2020 to prepare for the upcoming year. We have purchased all needed PPE items to make sure the school is clean and safe for all students returning face-to-face. To date, we have had no positive cases among our staff or students. There are no updates to the plan at this time. Everything seems to be running on schedule to return.
- Update on Pre-Planning for the Teachers
 - The teachers have been working hard to prepare for the upcoming school year. (see attached pre-planning schedule). The teachers were tasked with preparing two weeks worth of virtual lessons in their Google Classrooms before pre-planning ends. All teachers have accomplished this task. They have submitted lesson plans for the upcoming face-to-face students as well. The instructors that have been visiting our campus to provide professional development have remarked over and over again how amazing our teachers are and what a wonderful school we have. It has been a very rewarding experience for all.

- Enrollment Updates
 - We currently have an enrollment of 358 students. This is much better than we originally predicted. We are still above the number of FTEs that we submitted for our projected enrollment with the SCSC.

Academic - Information Items

- Benchmarks for the 20-21 School Year
 - Beginning September 14, 2020, we will begin to administer 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 with the information that they need to provide data-driven instruction for students.
- CSI Updates
 - We have begun having weekly CIT Meetings with the representatives from GaDOE and are working on a Short Term Action Plan for the school. We have also been reviewing data related to the previous years' CCRPI scores.
- Milestones 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. The middle grades will have all tests administered. The state is eliminating 4 End of Course Tests, but we are unsure at this time which tests have been eliminated for high school. They have yet to make the decision to eliminate all testing for the 20-21 school year.
- Addressing SPED with Distance Learning
 - Ms. Zajac, Special Education Director, has been working with the Special Education Team to create Distance Learning Plans for each special education student. These plans will not require amending the IEP for distance learners, but will instead address the needs in a separate document.
- Discuss plans to improve Comprehensive Performance Framework score related to Academics
 - We will be using local assessment data to make predictions about student achievement on the GA Milestones. This will help us determine our standing with the SCSC on the CPF.

Finance - Action Item and Information Items

- Approval of July's Financial Report - Action Item
 - Motion to Approve: Chris Weathersby, 2nd -Lisa Jones, Board Vote - All Yea

- Approval of the FY21 Budget - Action Item
 - Motion to Approve: Russell Nuti, 2nd -Chris Weathersby, Board Vote - All Yea
- Discuss getting a school credit card through the bank
 - Bill Cooling, CFO, will work on gathering information about which type of credit card will be best for the school. He will talk with One South Bank about their options, as well as Capital One and other companies to see which have the best rates and opportunities for the school. He will present his findings at the next board meeting.
- Discuss setting up a way for online payments (for fundraising and purchases)
 - Bill Cooling will look into different opportunities for the school to be able to acquire money electronically - through fundraising opportunities or sales. He will present this information at the next board meeting.
- Discuss payment for the newly added walkway
 - We will pay the remaining balance for the walkways that have been constructed from the Pre-K building to the main building,
- Update from PPP loan forgiveness
 - Tony Lee and Bill Cooling will call One South Bank to see if they have heard anything from the PPP Loan Forgiveness that was submitted on July 10, 2020. The process is supposed to take approximately 90 days.
- Discuss plans to improve the Comprehensive Performance Framework score related to Finances
 - Bill Cooling did not provide our current projected score for CPF because he is closing out the entire year. This report will be provided at the next board meeting.

Governance - Information Items

- Discuss the school leader's performance related to LKES
 - LKES Standard 2: 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).
- Response in the portal to SCSC about improvement plans
 - Has SOWEGA implemented specific processes or procedures to increase operational compliance in the areas (data collections and legal compliance) identified above? If so, please describe and provide a timeline for the implementation of these changes. **We are providing the SCSC with timelines from each of the departments on campus and the School Leader is monitoring those timelines to ensure proper submission ON TIME.**

- Has SOWEGA been timely in data reporting in the last 6 months? If not, please specify how many deadlines were missed. **No**
- What are the schools processes and procedures for ensuring that spending aligns with the approved budget? Are there instances in which spending fails to align with the approved budget? If so, please explain. **This has been a problem area in the past, but with the new budget - all parties are clear as to the different budget items and the line items within those budgets. We have a new financial policy manual that will drive all of the procedures developed.**
- Discuss plans to improve the Comprehensive Performance Framework score related to Operations
 - *Is the school protecting the rights of students with disabilities?* On the monitoring we scored a 0 of 5. STEPS TO IMPROVE: We are updating the Special Education manual, as well as the 504 Manual and providing training to all of the staff. The information will also be reviewed before reporting to the state.
 - *Is the school protecting the rights of English Learners?* On the monitoring we scored a 0 of 5. STEPS TO IMPROVE: We are updating the policies and procedures related to EL students. We have purchased software that will address the needs of students identified as EL.

Adjourn Meeting

APPROVAL OF ADJOURNMENT OF MEETING

- Motion: _Lisa Jones_ Second: _Russell Nuti Vote: all yes

TIME ADJOURNED: 7:14 PM