

## **MEETING MINUTES**

**Board:** Scintilla Charter Academy  
**Board Meeting:** April 25, 2017

**School:** Scintilla Charter Academy

*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.*

<b>Date:</b>	<b>Start</b>	<b>End</b>	<b>Next Meeting:</b>	<b>Next time:</b>	<b>Prepared by:</b>
April 25, 2017	6:03 PM	6:32 PM	May 23, 2017	6:00 PM	J. Denham
<b>Meeting Location:</b>					
2171 East Park Ave., Valdosta, GA 31602					

<b>Attended by:</b>	
Garrett Copeland Jeremy Baker Zachary Cowart Jerry Jennett	<b>Staff:</b> Mandy Avera, Dean of Students & School Support Amanda Miller, Special Programs Director Jennifer Denham, Director of Communications  <b>Others:</b> Danny Brewington, Ed Innovation Partners Daniel DeMerssamen, Valdosta Daily Times Anita Russell, True North Darren Hill, Moody Air Force Base
<b>Highlights:</b>	

### **CALL TO ORDER**

Pursuant to public notice, the meeting commenced at 6:03 P.M.

#### **I. Administrative Functions**

- **Approve Agenda for April 25, 2017 meeting.**  
Zachary Cowart presented the agenda for the April 25<sup>th</sup> meeting. Garrett Copeland made the motion to amend the agenda to add a new business item to review and discuss the draft FY2018 budget and add a new business item to discuss and vote on changing the board meeting dates for May from May 31st to May 23rd and in June from June 27th to June 13th. Jeremy Baker made a second to the motion and the vote passed unanimously.
- **Approve Minutes from March 21, 2017 meeting.**  
Jeremy Baker made a motion to approve the minutes from 21, 2017. Garrett Copeland offered a second and the vote passed unanimously.

#### **II. New Business**

- Jerry Jennett made the motion to accept the proposed meeting change from May 30<sup>th</sup> to May 23<sup>rd</sup> and June 27<sup>th</sup> to June 13<sup>th</sup>. Garrett Copeland seconded the motion and the motion passed by unanimous vote.
- The board was presented with the most recent new hire, Haley Thornhill as a classroom teacher as well as the list of current employees that will be offered a contract for 2017-2018.
- Mandy Avera presented the updated proposed salary schedule for 2017-2018. The schedule includes a 2% increase, which has been proposed by the state and is contingent on a state vote to be made in May. Jerry Jennett made a motion to accept the salary schedule as presented contingent on the state ruling expected in May. Garrett Copeland seconded the motion and it passed unanimously.
- Mandy Avera explained that the board must decide whether to utilize an independent auditor for their annual financial audit or select an auditor that is authorized by the State Charter School Commission. The SCSC must be notified of this choice by May 12<sup>th</sup>. Garrett Copeland made a motion to select an SCSC authorized auditor and to allow Eric Tillman to select which of these two auditors SCA will use. The motion was seconded by Jeremy Baker and the motion passed unanimously.
- FY18 Draft Budget was presented for board and public first review. Feedback will be solicited and additional board/public discussion and input will take place at the May board meeting. The budget will be approved either at the May meeting or no later than the June meeting.

### **III. FINANCIAL REPORT**

Eric Tillman was unable to attend the meeting. There was no financial report.

### **IV. SCHOOL RELATED REPORT**

#### Federal Programs

- Amanda Miller explained that SCA's leadership staff and school improvement committee are working on completing the Comprehensive Needs Assessment and developing the School Improvement Plan for the 2017-2018 school year. Meetings have been held and will continue to be held over the 4-6 weeks to complete the CNA. Stakeholder input has been gathered through multiple surveys throughout the year with parents and staff members. A recent survey completed by 84 parents allowed parents to designate if they are interested in serving on the School Improvement and/or Parent and Family Engagement Committee. Ten parents have expressed interest in serving on the School Improvement Committee and eight parents have expressed interest in serving on the Parent and Family Engagement Committee. The Parent and Family Engagement Committee will meet at 4:30pm on May 9, 2017 and the School Improvement Committee will meet at 5:00 on May 9, 2017. All stakeholders are invited to attend.

#### Comprehensive Performance Framework

- Mandy Avera explained that the Board recently received a copy via email of the Comprehensive Performance Framework from the State Charter School Commission regarding academic, operational and financial data from the 2015-2016 school year. SCA board members and leadership staff will present to the SCSC on May 31, 2017 regarding updates that have occurred since the 2015-2016 school year.

#### Field Work Report

- Jennifer Denham discussed SCA Kindergarten's participation in a field work opportunity at Georgia Olive Farms to culminate their last module that has been focusing on trees. The trip occurred on April 18, 2017. On April 20, tree experts from The Langdale Company and PCA presented to the kindergarten scholars about trees and tree-related products.

#### Milestone Testing Dates and Information

- Mrs. Avera informed the board that 3rd and 4th grade scholars are completing the ELA and Math portions of the GMAS, Monday, April 24th-Wednesday, April 28<sup>th</sup> and 5th grade scholars are completing the ELA, Math, Science and Social Studies portions of the GMAS, Monday, April 24th-Friday, April 28<sup>th</sup>.

#### Georgia Student Health Survey (School Climate Survey)

- Mrs. Miller informed the board that the window for the parent, personnel and student versions of the Georgia Student Health Survey closed on March 31<sup>st</sup>. SCA exceeded the minimum participation rate for parents, personnel and students required by GADOE.

#### Coffee Chat

- Mrs. Avera reported that SCA's leadership staff held a Coffee Chat on April 20<sup>th</sup> at 8:15 to provide an informal opportunity for families on SCA's educational approach and initiatives within the school. This opportunity also allowed families to ask questions and provide input on various topics. Nineteen parents attended the Coffee Chat this type of opportunity will be scheduled 3-4 times during the 2017-2018 school year. Following the meeting, parents who attend all three APTT sessions were asked to stay for a focus group to provide input on their experience with the APTT model. Information shared with families who attended the Coffee Chat will be shared in this week's email blast.

#### Enrollment Update

- Mrs. Avera spoke to the board about the recent implementation of an online admissions application. She also mentioned that our current waiting list across all grades has exceeded 100 potential scholars.

### **V. OPEN FORUM**

Traci Gosier from the South Health District presented the board with gifts on behalf of Dr. William Grow and the Department of Health. Mrs. Gosier stated that our board members have been trailblazers in promoting health and wellness in your school by implementing our tobacco free campus initiative and working with the DOH on other wellness related activities.

**VI. NEXT MEETING DATE**

May 23, 2017 at 6:00pm in the SCA Media Center.

**VII. ADJOURNMENT**

The meeting adjourned at 6:32 pm. A motion to adjourn was made by Jerry Jennett and seconded by Garrett Copeland. The motion passed unanimously.

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Zachary Cowart, Board Chair

Date: \_\_\_\_\_