

Genesis Innovation Academy
"Creating a Legacy of Greatness – One scholar at a time!"

June 23, 2022
7:00 PM

BOARD MEETING MINUTES

I. Opening / Call to Order

- A. Opening by Tomika Jones, Chair

- B. Call to Order
 - 1. Keishia NiBlack made a motion to call the meeting to order. Motion seconded by Eddie Bradford, Jr. Motion carried by unanimous vote.
 - 2. Meeting called to order at 7:06 PM

II. Attendance and Quorum Verification

- A. Board Members Present
 - 1. Tomika Jones – Chair
 - 2. Eddie Bradford, Jr. – Treasurer/Finance Committee Chair
 - 3. Keishia NiBlack – Board Member/Development Committee Chair C.
 - 4. Jeff Lawrence – Board Member
 - 5. Gavin Samms – PhD, Head of Schools/Academic Committee Chair B. Board

- B. Board Members Absent
 - 1. Taylor Brown – Board Member
 - 2. Marcus Shute, Sr., P.E. PhD – Vice Chair/Governance Committee Chair

- C. Quorum Satisfied

III. Consent Agenda

- A. Motion to accept the Consent Agenda made by Keishia NiBlack. Motion seconded by Eddie Bradford. Motion carried by unanimous vote

IV. Announcements & Recognitions

- A. None

V. Budget Meeting

- A. FY22 Budget Amendment for Girls Academy
 - 1. Discussion of questions from last meeting
 - a. Dr. Samms explained the difference between the proposed amended budget and the actual budget
 - 1) ESSER funds were previously budgeted but not allocated. The amended budget allocates some of those funds to personnel expenses and the remainder of budgeted ESSER funds were moved to FY23
 - 2) Technology staff expenses were in different function codes in the Boys and Girls budget respectively, which created the appearance of large variances between the two budgets in certain personnel line items. However, the overall costs for technology staff is the same in both Academies. The error will be fixed.

- B. FY22 Budget Amendment for Boys Academy

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1. As with the Girls Academy budget, ESSER funds were previously budgeted but not allocated. The amended budget allocates some of those funds to personnel expenses and the remainder of budgeted ESSER funds were moved to FY23
- C. FY23 Budget for Girls Academy
1. Discussion on questions
 - a. Discussed need to adjust enrollment projection down to 345. That change was made.
 - b. Those changes reduced the projected surplus to \$285K for FY23.
- D. FY23 Budget for Boys Academy
1. It was noted that the 3% salary increase was not included.
 2. That change was made along with an enrollment adjustment down to 345.
 3. The surplus was reduced to roughly \$393K
- E. Eddie Bradford made a motion to add a public forum to the budget meeting agenda. Keishia Niblack seconded the motion. The motion passed unanimously.
- F. Public Comment
- i. Public Comment on Budgets – No public comment was given
- G. Budget Approvals
- i. FY22 Budget Amendment for Girls Academy - Eddie Bradford moved to accept the FY22 Budget Amendment for Girls Academy. Tomika Jones seconded the motion. Motion carried by unanimous vote.
 - ii. FY22 Budget Amendment for Boys Academy - Eddie Bradford moved to accept the FY22 Budget Amendment for the Boys Academy. Keishia NiBlack seconded the motion. Motion carried by unanimous vote.
 - iii. FY23 Boys Academy Budget – Eddie Bradford moved to approve the FY23 Boys Academy Budget. Keishia NiBlack seconded the motion. Motion carried by unanimous vote.
 - iv. FY23 Girls Academy Budget – Eddie Bradford moved to approve the FY23 Boys Academy Budget. Jeff Lawrence seconded the motion. Motion carried by unanimous vote.

VI. Discussion & Action Items for the Board

A. Governance

1. Update Item 1: Technology Ad-Hoc Committee
 - a. Connections in process next week for next steps
2. Update Item 2: Strategic Plan
 - a. Ms. Elisa Falco was helping us with the strategic plan. She has all committee updates.
 - b. Marcus will follow up with her for the final draft of strategic plans
3. Update Item Board Retreat
 - a. Overall, July 23 is the best date
 - b. One board member has a conflict.

B. Finance

1. Action Item 1: Approve Genesis Girls March Financials
 - a. Jeff Lawrence moved that we accept the Girls' March financial statements, subject to audit. Eddie Bradford seconded the motion. Motion carried by unanimous vote
2. Action Item 2: Approve Genesis Boys April Financials
 - a. Eddie Bradford shared a financial spreadsheet

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- 1) The budget to actual shows for the month of April the boy school had \$42,000 of net income and YTD \$667,000 of income, YTD
 - b. Jeff Lawrence moved that we accept the Boys’ financial statements for April 2022, subject to audit. Eddie Bradford seconded the motion. Motion carried by unanimous vote
 3. Action Item 3: Approve Genesis Girls April Financials
 - a. Eddie Bradford shared a financial spreadsheet
 - 1) The girl school had. roughly \$3 million of cash on hand at the end of April.
 - 2) P&L show a loss for the Girls in April or \$5,000, but the total net income for year to date is \$426, 000
 - b. Jeff Lawrence moved that we accept the Girls’ financial statements for April 2022, subject to audit. Eddie Bradford seconded the motion. Motion carried by unanimous vote
 4. Action Item 4: 3% Salary Increase for FY23
 - a. Dr. Samms explained that Board originally approved 2%
 - 1) 3% increase is for all staff members across the board for FY 2023
 - b. Keishia NiBlack moved to approve a 3% salary increase across the board for FY23. Eddie Bradford seconded the motion. Motion carried by unanimous vote
- B. Development 1. Update Item 1: Director of Development
1. Keishia NiBlack explained there is only one action item regarding Development Consultant role
 2. We need to follow up on a potential secondary route that might be better through a contact that Jeff Lawrence has
 3. Tomika Jones will follow up with Jeff Lawrence about the contact
- D. Academic Excellence
1. Action Item 1: Handbook Revisions
 - a. No policy change is required. There is one edit that clarifies the difference between operational staff and instructional staff part time and full time
 - b. Clarifying what happens if you are 10-month vs 12 month
 - c. Nothing changed that requires a vote
 3. Update Item 1: Staffing Update
 - a. Dr. Samms explained staffing changes based on a document that he referenced
 - b. Dr. Samms will send documentation regarding support for teacher PD related to certification
 - c. No questions presented
 4. Update Item 2: Enrollment Update
 - a. Dr. Samms presented the enrollment update spreadsheet
 - b. Waiting List is increasing but it can be a “soft” identifier with a lot of uncertainty
 - c. The budget should be conservative by estimating an enrollment of 345 for both schools.
 - d. No additional questions presented

VII. Public Forum

- A. Parent Comment: Patricia Clambering with rising 2nd grader
 1. Fact sheet states that class sizes are 14:1 but are larger in reality
 2. Retention and attrition of staff & faculty is a concern

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- B. Dr. Samms will verify the fact sheet to determine if that is an error, because they make ratios vs class size

VIII. Executive Session A. Facility Location Discussions

- A. Tomika Jones directed a motion to go to the executive session at 7:59 PM
 1. Eddie Bradford moved to go into Executive Session at 7:59 PM to discuss facilities
 2. Keisha NiBlack seconded the motion
 3. Motion carried by unanimous vote

- B. Tomika Jones asked for a motion to come out of the Executive Session at 8:52 PM
 1. Eddie Bradford moved to come out of Executive Session at 8:52 PM
 2. Keishia NiBlack seconded the motion
 3. Motion carried by unanimous vote

IX. Action Item Review

- A. Tech Ad Hoc Meeting
- B. Meeting with Development Committee – Keishia NiBlack will facilitate
- C. Dr. Samms will communicate the 3% raise to staff
- D. GIA Board Retreat is July 23 @ 9:00 AM – 1:00 PM; more information to come

X. Next Board Meeting: August 25 @ 7:00 p.m.

XI. Closing and Adjournment Meeting adjourned at 8:54 PM