

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

August 25, 2022
7:00 PM via Zoom

BOARD MEETING MINUTES

- I. Opening / Call to Order**
- A. Announcement made to open the meeting by Chair @ 7:05 PM
 - B. Call to Order:
 - 1. Motion made by Jeff Lawrence to call the meeting to order @ 7:05 PM
 - 2. Motion second by Taylor Brown
 - 3. Motion carried by unanimous vote
- II. Attendance and Quorum Verification**
- A. Attendees: Tomika Jones, Chair; Dr. Garvin Samms; Jeff Lawrence; Taylor Brown; Keishia NiBlack; Dr. Marcus Shute
 - B. Absent Board Members: Daryl Jones
 - C. Quorum was satisfied
- III. Consent Agenda**
- A. First Agenda Amendment
 - 1. Motion made by Jeff Lawrence to remove the Genesis Girls’ May Financials and the Genesis Boys’ May Financials from the Consent Agenda
 - 2. Motion seconded by Taylor Brown
 - 3. Motion carried by unanimous vote
 - B. Second Agenda Amendment
 - 1. Motion made by Jeff Lawrence to add the review of FY23 Budget to the Finance portion of the agenda
 - 2. Motion seconded by Taylor Brown
 - 3. Motion carried by unanimous vote
 - C. Adoption of Agenda
 - 1. Motion made by Jeff Lawrence to accept the consent agenda with the approved edits
 - 2. Motion seconded by Taylor Brown
 - 3. Motion carried by unanimous vote
 - D. Approval of February Minutes
 - E. Committee Reports
 - F. Recommended Board Action Items
 - 1. Move Finance Committee Meetings to 3rd Tuesday of each month beginning in October
 - 2. Move September Governance meeting to Wednesday, September 14
 - 3. Approve Genesis Girls May Financials subject to audit
 - 4. Approve Genesis Boys May Financials subject to audit
- IV. Announcements & Recognitions**
- A. TJ noted that Genesis has made it to another year school year and gave “kudos to the staff.”
 - B. GS noted that the first powHER Event Kickoff occurred tonight with Maria Taylor who did an amazing job. We should expect monthly agenda communications going forward.
- V. Discussion & Action Items for the Board**
- A. Governance
 - 1. Update Item 1: Board Retreat

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- a. TJ thanked members for attending the Board Retreat
 - b. Actions from the Retreat
 - i. Salary Scale (Finance Committee)
 - ii. GS will provide a powHER partnership update
 - iii. Continue to discuss high school expansion, enrollment, and what makes Genesis different (All)
 - iv. Engage other partners to help us (All)
 - v. Position review to understand current positions and future positions to help with board work (seeking contractor)
 - vi. TJ challenged the to be more engaged on campus and review the activity calendar provided
 - vii. Finance Subcommittee meeting should be changed to 3rd Tuesday of each month (starting October) and Governance Committee to 2nd Wednesday of each month (starting September) due to time conflicts. This will be discussed in the next meeting
 - viii. Tech Ad-hoc Committee Report
- B. Finance
1. Action Item 1: Approve Genesis Girls May Financials
 - a. Financial indicators are all positive except enrollment variance.
 - b. YTD cashflow is positive.
 - c. A more user more user-friendly budget overview is forthcoming
 - d. Request made to approve the Girls’ May Financials
 - i. Motion made by Jeff Lawrence to accept the Genesis Girls Financials
 - ii. Motion seconded by Taylor Brown
 - iii. Motion carried by unanimous vote
 2. Action Item 2: Approve Genesis Boys May Financials
 - a. All looks good with actual net positive cash flow YTD
 - b. Request made to approve the Boys’ May Financials
 - i. Motion made by Jeff Lawrence to accept the Genesis Girls Financials
 - ii. Motion seconded by Taylor Brown
 - iii. Motion carried by unanimous vote
 3. Review of FY23 Amended Budget
 - a. Discussion of enrollment data
 - b. Doug Erwin joined to share highlights of difference in previous budget impacts to the current budget and need to increase enrollment
 - i. Impacts on budget include lower than expected enrollment, and additional HVAC expense due to inability to use ESSER funds because Davis – Bacon Act protocols were not precisely followed. However, ESSER funds can be used for teacher salaries to offset unexpected additional HVAC expenses on the operating budget. That decision would have to be voted upon by the board
 - ii. TJ noted hiring someone who understands ramifications of the Davis-Bacon Act
 - iii. TJ noted the need to have a better understanding of payroll and student-teacher ratios

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- c. TJ urged that we provide monthly financials with no more than a month lag and that we consider outsourcing some of the work based on our peers’ best practices.

C. Development

1. Update Item 1: Director of Development

- a. August meeting discussed meeting a consultant referred by Jeff Lawrence
- b. Since that meeting, the committee has met with the consultant and felt that the meeting was very positive
- c. A follow up meeting will be planned for next week to discuss scope of work

D. Academic Excellence (GS)

1. Update Item 1: Staffing Update

- a. We are down two special education teachers, and a notification has been sent to parents
- b. Challenging finding certified teachers.
- c. One teacher leaving due to not being a good fit

2. Update Item 2: Enrollment Update

- a. Received enrollment for both schools in finance section
- b. Enrollment is closer to 300 per school rather than 340 as projected
- c. GS will create grade level student – teacher ratio quickly

3. Update Item 3: SCSC Monitoring

- a. Occurs annually the report out is provided by SCSC in the beginning of the calendar year
- b. This year includes a safety audit; A security officer is assisting with reviewing our plan and protocols
- c. The board can review the attachment that was sent regarding the monitoring requirements and process as an FYI document

4. Update Item 4: Charter Renewal

- a. Sent a summary or the renewal process that was compiled by a consultant who works with charter leaders
- b. Read the document to be aware of requirements
- c. Consider identifying a consultant to help us prepare. GS will follow-up with GCSA and additional recommended contacts for possible support.
- d. The consultant who provided the summary can also support this effort

VI. **Public Forum** (none)

VII. **Executive Session** (Not scheduled for this meeting)

VIII. **Action Item Review**

- 1. Dates of school event and communications in the agenda going forward
- 2. Further discuss changing of Finance Subcommittee and Governance Committee in the next Finance Committee meeting
- 3. FY23 budget considerations

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4. Finance Committee plan with Doug to be more current for board budget overview reports for September Finance committee meeting (work session with one board member)
5. Explore HVAC system approval process and current possibilities given the system has not been delivered and installed - Taylor and Dr. Samms
6. GS will provide information on grade level enrollment and ratios for finance to consider
7. Dr. Samms will follow up with recommended resource for support with the renewal
8. Board members will look at the renewal timeline for clarity

IX. Next Board Meeting: September 22, 2022 @ 7:00 PM

X. Closing and Adjournment

- A. Announcement made by Chair to close meeting @ 8:45 PM
- B. Adjournment
 1. Motion made by Jeff Lawrence to adjourn the meeting @ 8:45 PM
 2. Motion second by Marcus Shute
 3. Motion carried by unanimous vote