
Genesis Innovation Academy

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

Meeting Link: https://zoom.us/meeting/register/tJAuce6prj4rHNEFXf_0OjKSiBRO_0OSDeou

In Person Location: GIA Campus, 1049 Custer Ave SE, Atlanta, GA 30316

April 27, 2023

7:00 PM

BOARD MEETING MINUTES

In-Person Meeting

- I. Opening/Call to Order: Meeting called to order @ 7:09pm
 - A. Madam Chair requested a vote to call the meeting to order
 1. Motion made by Jeff Lawrence to call the meeting to order @ 7:09 PM.
 2. Motion seconded by Taylor Brown.
 3. Abstentions – none.
 4. Opposed – none.
 5. Motion carried by unanimous vote.

- II. Attendance and Quorum Verification
 - A. Tomika Jones - Chair, Taylor Brown, Marissa Coleman, Jeff Lawrence; Dr. Marcus Shute, and Eddie Bradford.
 - B. Late: Keishia NiBlack.
 - C. Absent: none.
 - D. Quorum met.

- III. Consent Agenda (Madam Chair Jones)
 - A. Adoption of Agenda
 - B. Approval of **March** Minutes
 - C. Committee Reports
 - D. Recommended Board Action Items
 1. Approve Girls Academy **February** Financials
 2. Approve Boys Academy **February** Financials

- IV. Announcements & Recognitions (Madam Chair Jones)
 - A. Mr. Lucson Joseph, a young GIA teacher who works with elementary Boys, presented an original short film that he worked with the boys on creating. It was called *The New Ali*.
 1. The film was an example of the E⁵ model in action, and its focus on Product-Based Learning to connect curriculum to real-world application.

- V. Discussion & Action Items for the Board
 - A. Governance – (Dr. Marcus Shute, Committee Chair)
 1. Action Item #1: Board Officer Vote
 - a. The floor was opened for additional officers in addition to the officer nominations presented.

- b. No additional nominations were offered.
 - c. The Chair asked for a motion to accept the nominations for officers: Tomika Jones- Board Chair, Dr. Marcus Shute -Vice Chair, Marissa Coleman – Secretary, Jeff Lawrence - Treasurer, Eddie Bradford appointed CFO.
 - 1) Motion made by Dr. Shute.
 - 2) Motion seconded by Jeff Lawrence.
 - 3) Abstentions – none.
 - 4) Opposed - none.
 - 5) Motion carried by unanimous vote.
 - d. The Chair asked for a motion to close the nominations for officers.
 - 1) Motion made by Dr. Shute.
 - 2) Motion seconded by Jeff Lawrence.
 - 3) Abstentions - none.
 - 4) Opposed - none.
 - 5) Motion carried by unanimous vote.
 - e. The Chair requested a vote to cast one ballot for the nominees for officers.
 - 1) Motion made by Dr. Shute.
 - 2) Motion seconded by Jeff Lawrence.
 - 3) Abstentions – none.
 - 4) Opposed – none.
 - 5) Motion carried by unanimous vote.
2. Action Item #2: Vote on FY24 In-Person Meeting Dates (Dr. Marcus Shute)
- a. Madam Chair explained the Board’s recommendation to schedule October 2023 and April 2024 for FY24 In-Person Board Meeting months.
 - b. No additional discussions were presented.
 - c. The Chair requested a vote to adopt the FY24 in-person Board Meetings to be held in October 2023 and April 2024 (specific dates details TBD).
 - 1) Motion made by Dr. Shute.
 - 2) Motion seconded by Marissa Coleman.
 - 3) Abstentions – none.
 - 4) Opposed - none.
 - 5) Motion carried by unanimous vote.
3. Action Item #3: Reschedule June Governance Committee Meeting
- a. MS explained that the current June Governance schedule falls one day prior to the June Board Committee meeting.
 - b. As a result, Governance rescheduled their June meeting to June 14 @ 5:00 PM
 - c. A vote to reschedule the date change is not required, and no discussion was presented.
4. Update Item #1: Committee meeting frequency verification
- a. Each committee was previously poled about their position for potential meeting frequency decisions, going forward. Effective July 1 are their proposed changes:

- 1) The Governance Committee will remain on 3rd Wednesdays @ 5:00PM
 - 2) The Development Committee will remain on 2nd Tuesdays @ 6:00PM, monthly, but they will revisit every other month in December - after the fundraiser consultant selection.
 - 3) The Academic Committee will remain on 1st Mondays @ 9:30PM, monthly
 - 4) The Finance Committee will remain 3rd Tuesday, monthly
 - 5) The Ad Hoc Technology Committee is tentatively set for 2nd or 3rd week in May
- b. The publishing of new committee meeting dates will continue to follow the current frequency and schedule.
5. Update Item #2: Governance Training
 - a. TB and KN are coordinating with Kristin Easterbrook (SCSC) for make-up sessions by July 30.
 - b. JL will verify credits for a class that may not have been properly scanned.
 - c. Kristen can provide GIA's training status.
- B. Finance - (Jeff Lawrence and Committee Chair/Dr. Gavin Samms)
1. Update Item #1: Facilities Renovation Update
 - a. Mitigation work is complete, and the insurance company agreed to pay the vendor's full invoice.
 - b. The Board is more comfortable getting a lien waiver for the mitigation portion of the payment to ensure that the work is paid in full once the check is issued.
 - c. Attorney Fortson recommends that we secure a lien waiver for the renovation payment: the invoice is still pending review by the insurance company.
 2. Discussion Item #1: Instructional Support Salary Scale
 - a. Dr. Samms explained that the Instructional Support Salary Scale that he sent is the same as APS' schedule.
 - b. This scale was sent as an example for board review. There are other scales that must be presented to the Finance Committee soon.
 3. Action Item #1: Vote on Paraprofessional Salary Scale
 - a. A para scale was presented for consideration.
 - b. Discussed living wages and para salaries (pros/cons), but this can be revisited later (ex. Scaled could be adjusted for paras with a if B.A degree).
 - c. Madam Chair requested a vote to approve the paraprofessional salary scale
 - 1) Motion made by Jeff Lawrence.
 - 2) Motion seconded by Keishia NiBlack.
 - 3) Abstentions – none.
 - 4) Opposed - none.
 - 5) Motion carried by unanimous vote.
 4. Action Item #2: Reschedule June Finance Committee Meeting
 - a. A schedule adjustment was required because the Finance and Governance Committee meetings fall so closely to the Board Committee Meeting.
 - b. Madam Chair requested a vote to approve a simultaneous Governance meeting will be held on June 14 @ 5:00 PM followed by the Finance Committee @ 6:00 PM.

- 1) Motion made by Jeff Lawrence.
 - 2) Motion seconded by Keishia NiBlack.
 - 3) Abstentions – none.
 - 4) Opposed - none.
 - 5) Motion carried by unanimous vote.
5. Action Item #3: Vote on FY24 Public Budget Meeting Schedule
- a. Madam Chair explained the advantage of merging Public Budget and the Board Meeting as the dates allow us to hold two in-person meetings simultaneously.
 - b. Jeff moved to hold the FY24 Budget Public Meetings to May 25, 2023 @ 7:00 PM and June 22 @ 7:00 PM
 - 1) Motion made by Jeff Lawrence.
 - 2) Motion seconded by Keishia Niblack.
 - 3) Abstentions – none.
 - 4) Opposed - none.
 - 5) Motion carried by unanimous vote.
6. Action Item #4: Vote on Auditor for FY24
- a. A brief discussion about the current auditor, Bambo Sonaik, CPA.
 - b. Madam Chair requested a vote to approve Bambo Sonaik, CPA as our auditor.
 - 1) Motion made by Jeff Lawrence.
 - 2) Motion seconded by Dr. Shute.
 - 3) Abstentions – none; Opposed - none.
 - 4) Motion carried by unanimous vote.
7. Action Item #5: Vote on changes to Financial Policy
- a. Dr. Samms explained how this financial policy update is driven by an Amazon bill that EB had to sign, which revealed a potential policy issue for GIA.
 - b. Discussions include check signers, simplifying the bidding process, monthly payments to vendors, clearinghouses, and threshold for approvals.
 - c. GS sent a separate version today where page 6 has a new change, stating that if the charge is under exception. 2:
 - 1) The board may vote to allow the head of schools to be the only signer on checks over \$10,000 if the payment is for a bill/invoice that consolidates multiple smaller vendor payments that were previously approved in compliance with financial policy.
 - b. A typo was noted. The submitted policy document referred to payments of \$100,000, which needs to be changed to \$10,000.
 - c. The Chair requested a vote to approve changes to the Financial Policy as presented.
 - 1) Motion made by Jeff Lawrence.
 - 2) Motion seconded by Taylor Brown.
 - 3) Abstentions – none.
 - 4) Opposed - none.
 - 5) Motion carried by unanimous vote.

- C. Development – (Keishia Niblack, Committee Chair)
1. Update Item #1: Development Consult update

- a. The previous agency, Cox Curry, was reassessed since we already have a proposed assessment from them. Their fee to assess is \$3,750 what we have and another \$3,750 to implement the plan. (The Cox Curry study is 3 yrs. old and completed during Covid 2020).
- b. The \$3,750 fee covers the plan, SWOT analysis, annual fund raising, and gift acceptance plan.
- c. The Board requested additional follow-up about the services Cox Curry offers for the Investment Plan to help us with decision planning.
- d. The committee will follow up to see what other charters are doing and make recommendations.

D. Academic Excellence – (Dr. Gavin Samms, Committee Chair)

1. Update Item #1: Staffing Update
 - a. GIA has three opened slots to fill this year.
 - b. A SPED teacher has been hired, and we are waiting to hear from one offer made.
2. Update Item #2: Enrollment Update
 - a. Current projections are approximately 300 for each school.
 - b. Media strategy plans include 11-Alive at the next powHER event and a father and son event (working with GCSA).
 - c. More marketing and social media is planned for future events.
 - d. May 17th is the next enrollment update with the Finance Committee.

VI. Public Forum

- A. Kristin Easterbrook and Gregg Stevens of the SCSC were present and acknowledged.

VII. Executive Session (none)

VIII. Action Item Review

- A. Old Business (prior Action Items)
- B. New Business (new Action Items)
 1. KB and TB to follow up for training completion requirements and JL to confirm credit assessed for one class.
 2. JL and GS to connect with Rob about the lien waiver regarding the insurance payment.
 3. JL to follow up with South State Bank.
 4. GS to update the amounts notated in section 2.1 of the Financial Policy.

IX. Next Board Meeting: [May 25, 2023 @ 7:00 PM](#)

X. Closing and Adjournment @ 9:05 PM

- A. Madam Chair requested a vote to close the meeting at 9:05 PM
 1. Motion made by Keishia Niblack.
 2. Motion seconded by Marissa Coleman.
 3. Abstentions – none.
 4. Opposed - none.
 5. Motion carried by unanimous vote.