

Genesis Innovation Academy

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

ACADEMIC COMMITTEE MEETING MINUTES

May 8, 2023

9:30 AM – 10:30 AM

- I. Opening / Call to Order:
 - A. Meeting called to order @ 9:08 AM

- II. Attendance
 - A. Attendees: Dr. Gavin Samms, Chair; Dr. Crystal LaVoullle, Renetta Dees, James Dubose, and Sherita Smith

- III. Announcements & Recognitions (none)

- IV. Discussion Items for the Committee
 - A. General Admin
 1. Recommended Action: Shift committee meetings to 2nd Monday
 - a. GS explained the recommendation to change the Academic Committee Meeting date to 2nd Mondays to allow more time for reports.
 - b. GS presented the 2nd Mondays monthly meeting day for a vote by “aye”.
 - c. Opposed: None.
 - d. The proposed change was unanimously approved.
 2. Recommended Action: SY24 Calendar
 - a. This item tabled to allow more time for the committee to bring recommendations to the next meeting.
 3. Recommended Action: Fall Master Schedule
 - a. The Chairman made a request to move this item to the end of the meeting.
 4. Deliverable: Summer Vacation Request (All)
 - a. Requests are due this Friday (05/12/23); please add your request to the calendar.
 - B. Campus Safety and Security
 1. Update: May Fire Drill (SS)
 - a. A fire drill occurred last week, and the alarm went off as well on May 5.
 - b. GS requested that SS verify the details with Ms. Brooks.
 - C. Human Resources/Staff Culture
 1. Discussion: Absence Requests (All)

- a. GS receives absence requests, but he does not respond to them because it's a summary of what has been submitted
 - b. Absence Approvals Process: The Teacher asks for a request; EDs approve and copy Ms. Simmonds; Ms. Simmonds verifies the request with the team; if it was not previously approved, then she follows up with the ED.
 - c. Dr. Samms only receives a report of requested absences.
2. Update: Open Positions (CL)
 - a. Technology Teacher
 - i. TD is reviewing a recommendation.
 - b. ELA Teacher
 - i. GS is following up ELA teacher today
 - c. Elementary Teacher
 - i. Pending candidate for 2nd grade and awaiting credentials for the other candidates.
 3. Update: TKES Progress (CL, TD, RD)
 - a. Staff to send TKES updates today.

D. General Operations

1. Update: Building Renovation (SS)
 - a. Check for the full amount of the renovation work is still pending.
2. A list of summer and capital projects is needed.
 - a. Deliverable: Summer Facility Improvement Projects (SS)

E. Curriculum, Instruction, and Assessments

1. Review: Write Score Results (CL)
 - a. GS shared results and discussed highlighted grade levels that did not show improvement.
 - i. Need data broken down by class
 - ii. Discussed strategies for teacher training in areas of need.
2. Deliverable: Spring MAP Results (CL)
 - a. Dr. LaVouille will share the report

F. Student Instructional Supports

1. Deliverable: I-Ready Report (CL)
 - a. GS needs report details from Dr. LaVouille by Friday.
2. Deliverable: Final SY23 FEV Report (RD)
 - a. GS requested that the report is provided
3. Deliverable: SST Report (RD)
 - a. The SST Report will be reviewed later.

G. Student Culture and Activities

1. Deliverable: SY23 Discipline Data Report (RD, TD)
 - a. June 5th is the deadline for the SY23 Discipline Report (see Ms. Neal).

H. Policy and Accountability

1. Deliverable: Comments on Family Handbook
 - a. The handbook will be sent with a soft and hard deadline for comments which GS will explain later
2. Deliverable: Comments on Employee Handbook
 - a. The handbook will be sent with a soft and hard deadline to notate your comments. GS will further discuss the handbooks later.
3. Recommended Action: Approve Revised Admissions Policy
 - a. Discussed the gender policy treatment which is pending legal review.
 - b. The proposed recommendations for Sections 2.6, 2.7, and 2.8 were presented for a vote by Dr. Samms by stating “aye”.
 - c. Opposed: None
 - d. The proposed Revised Admissions Policy was unanimously approved.

I. Calendar and Schedules Review

1. Discussed the calendar and schedules and preference to put updates on the Info Calendar because everyone has access.

J. Recommended Action: Fall Master Schedule

1. Dr. Samms requested ideas from the committee for Fall Master Schedule
 - a. What are the two connection courses.
 - b. Be mindful of funding strategies.
 - c. Proposed schedule with blocks
 - d. Enrichment block for middle school scholars
 - e. Benefits of foreign languages – Spanish specifically
 - f. Technology & Engineering (coding)

V. Public Forum (none)

VI. Executive Session (None Scheduled)

VII. Action Item Review

- A. GS will follow up with the schedule change.
- B. GS will send the hard and soft handbook copies.
- C. GS will add reports to the next agenda.
- D. SS to verify details about the May 5th fire drill.

IV. Next Committee Meeting: **June 5, 2023** @ 9:30 AM – 10:30 AM

V. Closing and Adjournment: @11:25 AM