

Genesis Innovation Academy
“Creating a Legacy of Greatness – One Scholar at a Time!”

Meeting Link: [Click here to join the meeting.](#)

BOARD MEETING MINUTES

October 26, 2023

7:00 PM

- I. Opening/Call to order:
 - A. Chair Tomika Jones entertained a motion to call the meeting to order @ 7:07 PM.
 - B. Motion made by Jeff Lawrence to call the meeting to order @ 7:07 PM.
 - C. Motion seconded by Marissa Coleman.
 - D. Abstentions – none.
 - E. Opposed – none.
 - F. Motion carried by unanimous vote.

- II. Attendance and Quorum Verification
 - A. Attendees: Madam Chair, Tomika Jones (TJ); Dr. Marcus Shute (MS); Jeff Lawrence (JL); Marissa Coleman (MC); and Dr. Gavin Samms (GS)
 - B. Late Attendees: Keisha NiBlack (KN)
 - C. Absentees: Eddie Bradford (EB)
 - D. A quorum was met.

- III. Approve Consent Agenda
 - A. Consent Agenda
 - i. Approval of **September** Minutes
 - ii. Committee Reports
 - B. Approval of Consent Agenda
 - i. TJ entertained a motion to approve the consent agenda.
 - ii. Motion made by TJ to approve the consent agenda as presented.
 - iii. Motion seconded by MS and MC.
 - iv. Abstentions – none.
 - v. Opposed – none.
 - vi. Motion carried by unanimous vote.

- IV. Announcements & Recognitions
 - A. Literacy Recognition for Girls Academy – The Girls Academy was recognized as a Literacy Leader by the Georgia Department of Education for having 90% or more third-grade students reading at or above grade level based on the 2023 Georgia Milestones Assessment (GMAS). The Girls’ Academy was one of 70 schools in the state to be recognized for that level of achievement.

- V. Discussion & Action Items for the Board

- A. Governance – (Dr. Marcus Shute, Committee Chair)
 - i. Update Item #1: Potential Friends of Genesis Candidates
 - 1. Two candidates have been submitted for consideration.
 - 2. MS will set up initial meetings within a couple of weeks.
 - ii. Update Item #2: Review-Update of Strategic Plan - The committee will review the strategic plan and recommend any additions or changes.
 - iii. Annual Governance Training - MS reminded all Board members to forward him confirmation of their registration for Governance training.
- B. Finance – (Jeff Lawrence, Committee Chair)
 - i. Update Item #1: Money Market Account
 - 1. Accounts have been opened for both Academies,
 - 2. GS uploaded documents confirming the requisite transfers have been made to fund the accounts.
 - ii. Update Item #2: Capital Needs Assessment
 - 1. JL is working on securing a vendor to perform a long-term capital improvement assessment of the campus.
 - iii. Update Item #3: School Renovation & Insurance Payments
 - 1. The attorney for the vendor that performed the renovation informed our attorney of the intent to file a lien if additional payments were not forwarded.
 - 2. Our attorney has forwarded the adjuster’s documentation to the vendor’s attorney, which indicates we have paid all undisputed amounts.
 - 3. Our attorney will provide an update on the outcome of the attorney-to-attorney interactions.
 - iv. Update Item #4: Proposed Facilities Capital Projects
 - 1. GS noted possible projects: roof replacement, parking expansion, basketball court resurfacing, and playground replacement.
 - 2. GS reached out to Cameron Quick at GCSA for project management support; currently waiting on a proposal.
 - v. Update Item #5: FY23 Audit Results
 - 1. Major kudos to the Finance Team for a clean audit for both Academies.
 - 2. This year’s audit included a separate, more rigorous federal audit.
 - vi. Action Item #1: Rescind Vote on Volunteer Service Award
 - 1. GS stated the auditor recommended not giving a volunteer award for the approved amounts.
 - a. Anything above \$600 requires a 1099 form.
 - 2. GS noted that a gift/award can still be presented but the “how” must be reconsidered.
 - 3. Motion made by JL to rescind the prior approval of the Volunteer Service Award.
 - a. Motion seconded by TJ.

- b. Abstentions – none.
 - c. Opposed – none.
 - d. Motion carried by unanimous vote.
 - vii. Action Item #2: Vote to approve August Financials
 - 1. Boys Academy
 - a. All Boys Academy financial indicators exceed minimum SCSC standards with the exception of the indicator for enrollment variance.
 - b. No concerns were raised about the financials.
 - c. JL motioned the Board to approve the Boys Academy August Financials
 - i. Motion seconded TJ.
 - ii. Abstentions – none.
 - iii. Opposed – none.
 - iv. Motion carried unanimously.
 - 2. Girls Academy
 - a. All Girls Academy financial indicators exceed the minimum SCSC standards except for the enrollment variance indicator.
 - b. No concerns were raised about the financials.
 - c. JL requested a motion to approve the Girls Academy August Financials.
 - i. MCs moved to vote on the Girls Academy August Financials.
 - ii. Motion seconded by Jeff Lawrence.
 - iii. Abstentions – none.
 - iv. Opposed – none.
 - v. Motion carried.

C. Development – (Keishia Niblack, Committee Chair)

- i. KN discussed the proposed 12-month vendor contract with Lance Lucas to lay the foundation for an ongoing development program.
- ii. The contract must be signed ASAP for work to begin November 1, 2023. If not, the start date and payment schedules would have to be adjusted.
- iii. The contract has been updated to show that either party may cancel the contract with 30 days' notice.
- iv. KN will ask Lance Lucas to create an addendum that indicates that all work products created within the Scope of Work will belong to Genesis.

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

- i. Update Item #1: Enrollment Update as of 10/16
 - 1. 291 Boys vs 292 for the prior month's report
 - 2. 305 Girls vs 304 for the prior month's report
- ii. Update Item #2: Staffing Update

1. The Boys Academy middle school English teacher is no longer with Genesis, but a replacement has been hired for the Boys Academy.
 2. The Boys Academy middle school Social Studies teacher is resigning but a replacement has been identified and secured.
 3. There is a potential candidate for the Girls Academy science teacher opening.
- iii. Update Item #3: SCSC Monitoring Update
 1. All documents were submitted in a timely manner; feedback is expected in January/February.
 - iv. Additional Updates and Information
 1. Tenure Bonus – GS will present language for a Tenure Bonus policy to the Finance Committee.
- VI. Public Forum – No public forum.
- VII. Executive Session (none)
- VIII. Action Item Review
- A. JL and GS will discuss construction management framework.
 - B. KN will reach out to Lance Lucas and associates about a work product addendum.
 - C. All board members will send confirmation of registration/attendance to Ms. Davis (or MS) for upcoming Governance Training
 - D. JL to work on finding vendor for Capital Needs Assessment
 - E. MS to schedule initial meetings for Board Candidates
 - F. GS to follow up with the Board Attorney on renovation/insurance concerns.
- IX. Board and Committee Meeting Date Changes
- A. TJ made a motion to move the following Board Meeting Changes due to the holidays.
 - i. Move Board Meeting to November 16th @ 7PM
 - ii. Move Governance Meeting to November 8th @ 5PM
 - iii. Move Finance Meeting to November 8th @ 6PM
 - iv. Move Development Meeting to November 7th @ 6PM
 - v. Move Board Meeting to December 21st @ 7PM
 - vi. Development Meeting will remain on December 12th @ 6PM
 - vii. Move Finance Meeting to December 13th @ 6PM
 - viii. Move Governance Meeting to December 13th @ 5PM
 - B. MS seconded the motion.
 - C. Abstentions – none.
 - D. Opposed – none.
- X. Next Board Meeting: **November 16, 2023 @ 7:00 PM**
- XI. Closing and Adjournment
- A. TJ entertained a motion to adjourn the meeting at 8:14 PM.

- B. Motion seconded by JL.
- C. Abstentions – none; Opposed – none.
- D. Motion carried by unanimous vote.
- E. Meeting adjourned at 8:14 p.m.