

## **Genesis Innovation Academy**

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

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

### **BOARD MEETING MINUTES**

November 16, 2023

7:00 PM

- I. Opening/Call to order:
  - A. Chair Tomika Jones entertained a motion to call the meeting to order @ 7:12 PM.
  - B. Motion made by JL to call the meeting to order @ 7:12 PM.
  - C. Motion seconded by EB.
  - D. Abstentions – none.
  - E. Opposed – none.
  - F. Motion carried by unanimous vote.
  
- II. Attendance and Quorum Verification
  - A. Attendees: Madam Chair, Tomika Jones (TJ); Jeff Lawrence (JL); Eddie Bradford (EB) and Gavin Samms, PhD (GS)
  - B. Late Attendees: None
  - C. Absentees: Marissa Coleman (MC), Marcus Shute, PhD (MS), and Keishia Niblack (KN)
  - D. Guest: Gregg Stephens
  - E. A quorum was met.
  
- III. Approve Consent Agenda
  - A. Adoption of Agenda
  - B. Approval of **October** Minutes
    - 1. Madam Chair TJ entertained a motion to approve the consent agenda.
    - 2. Motion made by EB to approve the consent agenda as presented.
    - 3. Motion seconded by JL.
    - 4. Abstentions – none.
    - 5. Opposed – none.
    - 6. Motion carried by unanimous vote.
  - C. Committee Reports
  - D. Board Action Items
    - 1. None
  
- IV. Announcements & Recognitions
  - A. Pow-Her Field Experience on November 15
    - 1. Yesterday, the girls attended an event at Zoo Atlanta.
    - 2. The Pow-Her host, Maria Taylor greeted the girls via zoom since she was unable to travel.

V. Discussion & Action Items for the Board

A. Governance – (Dr. Marcus Shute, Committee Chair)

1. Update Item #1: Potential Friends of Genesis Candidates
  - a. Scheduling for the candidates is still happening and targeting early December to close out that action.
2. Update Item #2: Strategic Plan
  - a. Each committee will focus on updating their plans over the next couple of months.
3. Update Item #3: Governance Training
  - a. Athens and Atlanta are the only training locations available now.
  - b. Eddie is attending Athens. Jeff plans to attend Atlanta; GS may attend Atlanta; and KN is still pending.
  - c. GS will check the process for reservations and reimbursements for the Governance Training.

B. Finance – (Jeff Lawrence, Committee Chair)

1. Update Item #1: School Renovation & Insurance Payments
  1. The Genesis attorney met with the vendor's attorney, who is threatening to put a lien on the school.
  2. The insurance company paid the full undisputed amount; however, they are willing to accept documentation needed to pay the disputed amount.
  3. GS will update us on the progress after tomorrow's meeting with the insurance company and the adjuster.
  4. We are approaching one year as we work to resolve this dispute.
2. Update Item #2: Proposed Facilities Capital Projects
  1. The Facilities Resource Center (FRC) is affiliated with the Georgia Charter School Association (GCSA) to support charter school facility infrastructure and facility search projects.
  2. The proposal is \$5,500/month. GS will sign off for three months to get us through the roof replacement project. The Board will have to approve an extension.
  3. Additional projects include parking expansion, completing the remaining renovations from the flood, playground replacement, and security system upgrades.
3. Discussion Item #1: Volunteer Service Award
  1. GS noted that volunteer stipends are allowable if less than 20% of regular full time pay.
  2. JL explained that we need to verify volunteers' awards requirements with both auditors.
  3. TJ requested that we obtain written requirements for future reference – including documentation and required signatures.
4. Action Item #1: Vote to Approve **September** Financials
  1. JL recommended to approve the September financials
  2. EB seconded the motion to approve.
    - a. TJ states motion has been approved and seconded.

3. Abstentions – none.
  4. Opposed – none.
  5. Motion carried by unanimous vote.
  5. Boys Academy Financials
    - a. JL discussed the Boys September Financials and opened the floor for questions.
    - b. Chair TJ entertained a motion vote to approve the Boys’ Academy September Financials.
      1. Motion made by Jeff Lawrence to approve the Boys Academy September Financials.
      2. Motion seconded by EB.
      3. Abstentions – none.
      4. Opposed – none.
      5. Motion carried by unanimous vote.
  6. Girls Academy Financials
    - a. JL discussed the Girls September Financials and opened the floor for questions.
    - b. Chair (TJ) entertained a motion vote to approve the September Financials for the Girls Academy.
      1. Motion made by JL.
      2. Motion seconded by EB.
      3. Abstentions – none.
      4. Opposed – none.
      5. Motion carried by unanimous vote.
  7. Action Item #2: Vote on Tenure Bonus Policy
    - a. Discussed process requirements needed to adequately recommend the Tenure Bonus Policy while ensuring that the Board has time to review the entire policy before voting.
- B. Development – (Keishia Niblack, Committee Chair)
1. Update Item #1: Development Consulting Contract
    - a. GS signed the Lance Lucas contract, but there is still follow-up needed regarding pending payments; he will verify.
    - b. The Development Committee will report on the progress of the scheduling agreement to the Board.
- C. Academic Excellence – (Dr. Gavin Samms, Committee Chair)
1. Update Item #1: Enrollment Update
    - a. Current Enrollment Boys Academy - 297
    - b. Current Enrollment Girls Academy - 307
      - i. GS will work with Gregg Stephens regarding dashboard options.
    - c. Family Engagement
      - i. GS discussed surveying parents in a way that allows for better data analysis as a means for determining areas of improvement.
      - ii. Parents will be contacted proactively to collect data.

- d. Enrollment Marketing
      - 1) There was a discussion about monetary incentives for parent participation in enrollment marketing activities.
      - 2) GS will meet with SCSC legal counsel regarding monetary incentives.
  - 2. Update Item #2: Staffing Update
    - a. Genesis is fully staffed but they are proactively seeking an additional teacher.
    - b. An additional teacher can be justified by potential cost savings from not having to hire a sub and the high need for additional EIP support in the Boys Academy.
- II. Public Forum (none)
- III. Executive Session (none)
- IV. Action Item Review
  - 1. Old Business (Prior Action Items)
  - 2. New Business (Action Items)
    - a. The tenure policy will go to the Finance Committee for finalization.
    - b. GS will follow up on payments to Lance Lucas and Associates.
    - c. GS will check the process for reservations and reimbursements for Governance Training.
    - d. GS will work with Gregg to create a dashboard for enrollment.
    - e. GS will share SMJ referral information with the marketing coordinator.
    - f. GS will meet with Simone regarding monetary incentive guidelines.
    - g. GS will sign off for three months to get us through the roof facilities project.
    - h. TJ requested a document clarifying IRS and signatures requirements for volunteer awards.
    - i. The Development Committee will report on the progress of the scheduling agreement.
- V. Next Board Meeting: [December 21, 2023 @ 7:00 PM](#)
- VI. Closing and Adjournment
  - A. Madam Chair TJ entertained a motion to adjourn the meeting @ 8:19 PM.
  - B. Motion made by EB to adjourn the meeting @ 8:19 PM.
  - C. Motion seconded by JL.
  - D. Abstentions – none.
  - E. Opposed – none.
  - F. Motion carried by unanimous vote.