

DuBois Integrity Academy

Governance Board Meeting

Monday, July 17, 2017
6449 Church Street
Riverdale, Georgia 30274
Church Annex Building
6:30pm

MINUTES

- ✚ Roll Call (Col. Morris, Mr. Culver, Dr. Chapman, Attorney Mack, Mrs. Lewis *by way of telephone*)
- ✚ Meeting Called To Order 6:38
- ✚ Approval of Agenda Motioned by Attorney Mack, 2nd by Dr. Chapman. (Carried unanimously)
- ✚ Approval of Previous Minutes Motioned by Mr. Culver, 2nd by Dr. Chapman. (Carried unanimously)
- ✚ Financial Report
- 1. YTD Reports Mr. Cason reported that the change to ADP has been initiated with some challenges in the transition. The transition did not go as smoothly as we would have preferred; however, it is moving along positively. Mrs. Puryear reported that OneSource provided a breakdown in staff deductions. ADP has not given us the information, and we are working to get that in place. Mr. Cason explained the benefit of DIA in giving 50% to employee's health care as opposed to a base \$425. ADP offers a \$250,000 credit for payroll. It allows the faculty to be paid and they will draw the money around the 3rd. This is important when the pay date is the same as the state allotment. The books will be closed this month through the month of May. The loan is being paid in a manageable amount.
- 2. Audit Update We will now place information for the Auditor on jump drives and not email records.
- ✚ Executive Director/Principal Report
 - 1. SCSC Comprehensive Performance Framework Presentation Mr. Cason discussed the Performance Framework Presentation. In the presentation growth from DIA's starting point was discussed. The comparison for FY17 will be available June 20th. false data was stated at the meeting which was corrected by Mr. Cason the corrections were discounted. Question: Mr. Culver asked for clarification on when in our five years charter did we express we would be green in academics. Answer: Mr. Cason answered that we expressed are awareness of how low we started; however, we believe we will be green in our fourth year. We had tremendous growth from year 1 to 2, and we will stay the course to improve over the district.
 - 2 Academic Plan Review Mr. Cason discussed the changes made to the Student/Family Handbook. The Right to Know is on a separate page for more clarity. Dr. Payne discussed the truancy policy and the new staff member who will oversee the policy. Mr. Cason added that there will be an addition of the 3-5-8 policy to the handbook. Question: Attorney Mack asked if there is someone in the Juvenile Justice Department who will

follow up on truancy. Answer: We will speak with our contact to see if they have someone in enforcement. Question: Col. Morris asked will our new hire be at the Aug 4th meeting to explain this to parents. Answer: He will be here, and we will place this in parents' packets on the 4th. Attorney Mack stated that he will reach out to Judge Teske who is over Juvenile Justice in the county. Special Education Manual, Mr. Walker stated that he has reached out to a contact from the GADOE in Special Education compliance to ensure that the manual is acceptable. The manual will be provided to teachers and they will use it to stay in compliance. Question: Col. Morris Throughout the year will you have PD's on the manual? Answer: Yes, they will be held accountable for the information. Question: Col. Morris Can we provide the Commission with the Handbook. Answer: They reviewed it last year and we made changes accordingly. Question: Col. Morris Is there a date when policies of revisions are made? Answer: Yes, the dates of the revisions are on the policies when they are revised and voted on by the Board.

3. Comprehensive Strategic Plan Review & Discussion Mr. Cason reported that the grant is coming along well. We will need to spend the money from Sept 2017 to Sept 2018. We cannot go back and reimburse our previous expenses. The grant is reimbursable, which means that we would have to spend the amount and submit for reimbursements. Question: Attorney Mack Do we want to spend money on Teacher Laptops and not Lease? Answer The grant will not allow us to lease. Question: Attorney Mack Will we find the Hire Project Clerk after the grant? Answer: We will have to move that salary to operational budget if we want to keep that person. Question Dr. Chapman Are there programs like MAP that you can use for student Achievement? Answer: We will add on MyOn and consider if we missed other items. Mr. Cason stated we will flush this out over the next couple of days in order to get it to the charter association for review by Thursday. Board Members reviewed Strategic Draft. Mr. Cason went over key points and asked Board Members to review and provide feedback. Question Dr. Chapman Can we look at other charters to see what they have done. Answer: We have looked at others and their Best Practices. Mr. Cason pointed out that we wanted this plan to present what we are actually doing and it should be a living document as we progress. Dr. Payne stated that this is why the Power Points are in the plan. They are what we are doing.

4. Start of New School Year Preparations Dr. Worrell presented a Family and Parent Engagement Policy which is a Title I requirement for the Board to review for approval. Mr. Cason stated that the school supply lists are on the website for all grade levels. Uniform requirements are also on the website. There is a company that is using the school logo and selling clothing as DIA apparel. They will be served with a cease order. Mr. Cason reviewed the school year start and changes as well as new before care and after care fees.

Old Business

None

New Business

Adopt Preliminary Strategic Plan and FEP Tabled until next meeting

 Public Comments (3 minutes) Executive Session (if needed) N/A

 Board Questions & Comments N/A

Motion to Adjourn Motioned by Judge Mack 2nd by. Mr. Merritt (Carried unanimously)

 Meeting Adjourned Meeting adjourned at 8:03