

DeKalb Preparatory Academy

Board of Trustees Meeting Minutes

Tuesday, October 25, 2016

6:30pm-8:10pm

All Current Board Members were present with exception of Ms. Nicole Thompson and Ms. Gwen Sims:

- 1) Roll call completed/Quorum satisfied
- 2) Agenda was **approved**
- 3) Minutes from September 27 meetings were **accepted**
- 4) Correspondence Received...**None**
- 5) HOS Update: Current student enrollment is 493 down from 496 the previous month. HOS indicated that he feels enrollment has stabilized for the balance of 2016; Total number of current staff is 56, the additional teacher and administrative positions are within the yearly submitted budget; Dr. Brown, Executive Director of Curriculum and Assessment initiated "Data Talks" with teachers to analyze baseline data from administered MAP assessments. A "Power Hour" program was initiated on October 1 is an innovative practice that is conducted at the end of each day which allows teachers share approaches to using data to devise individual student goals and objectives to address student deficit areas and provide higher level of instruction for students who require it; Students report cards were distributed on Friday, October 21; Cooling tower was repaired, however the A/C in room 35 needs repairing, quotes will be submitted to the Board for review and vote; The Board was reminded that our current student population is outstripping the number of classrooms available. HOS of school is looking into the rental of building "Pods" to house administrative staff, so as to covert their current offices to classrooms. A plan and proposal will be submitted the Board for review and vote; Leadership team hosted in partnership with PTSO and Parent Liaison a Donuts with Dad on October 20; Ms. Scott a 2nd Grade teacher was nominated and won the V-103 "Classroom Champion" award.
HOS update was unanimously accepted by the Board
- 6) Financial Report presented by Mr. Hester and Ms. Wilhite: As of September 30 YTD actual revenues was \$1,182,565, total budget was \$5,067,785.00, total expenses were \$1,040,219 and total surplus was \$59,795; A credit card policy was submitted, discussed and ultimately tabled for further Board review and comments. The policy will be resubmitted to the Board at the next meeting;

HVAC repair was approved not to exceed \$8,652.79. **The Financial and Audit Reports were unanimously accepted by the Board**

- 7) Governance Committee: Tanya Harris, a parent applied for a seat on the Board, she was interviewed by members of the committee. The committee members recommended that Ms. Harris be elected to the Board. **The recommendation was accepted unanimously**
- 7) Development Committee: No meeting in October
- 8) Academic Committee: The committee brought forward as information to the Board information on a potential partnership they are exploring with Green Gelo TV, a 501(c)(3) not for profit organization to assist DPA to continue to build and implement our AVC curriculum. The committee will aggressively evaluate the viability of this partnership and will report/recommend accordingly next steps to Board. **Accepted Unanimously**
- 9) DPA Re-Authorization Update: The Board voted unanimously to request a two Year extension of the current contract with the County School Board to allow for more data to be collected under the current academic and organizational structure prior to applying for the 5 year Re-Authorization.
- 10) Old Business: Representatives from the District Charter School office have Informed DPA they will be in attendance at DPA's October Board meeting as observers.
- 11) New Business: Mr. Hester submitted a request for approval for funds to repair HVAC system (previously discussed in Sec.6) **expenditures not exceed \$8,652**; Chair was granted authority to delegate an ad hoc committee to review and approve The Annual Report required for submission to the Charter School Office; the ad hoc committee is Ed Gadsden, Janelle Wilhite and Roberta Walker; the committee will work with HOS to ensure the Report is accurate and submitted on time; The Board **approved** payment for services provided by IT vendor Ciridia for the month October for \$6040.00; the Board also **approved** a payment to the same vendor not to exceed \$6100.00 for services rendered in November since the Board will not meet till the end of November.

Adjourned at 8:10pm