

DeKalb Preparatory Academy

Board of Trustees Meeting Minutes

Tuesday, May 23, 2017

6:53 pm-8:45 pm

All current Board Members were present.

- 1) Roll call completed/Quorum satisfied.
- 2) The meeting agenda was approved.
- 3) Minutes from the Tuesday, April 23, 2017 meeting were approved.
- 4) Board Nominations and Voting took place. The following offices were filled for the upcoming term:

Board Chair: Suzette Arnold; Vice Chair: Harry Stern;
Secretary: Tanya Harris; Treasurer: Janelle Wilhite
- 5) Board Committees
Partnership & Outreach newly added
Committee Chairpersons and schedules are attached.
Each committee member who brings in someone to assist must sign confidentiality agreement
- 6) Correspondences Received—Responses for the open position of CFO are being received.
- 7) Head of Schools (HOS) Report is attached.

8) Committee Reports

Financial Report—Finance Committee met prior to 5/23 board meeting. **Report was Accepted and Approved.** 2017-2018 Contingency and Enhanced services budget were approved based on compensation and the salary scale that was approved in the regular FY 18 budget. A bank contingency fund with no less than \$100,000 in the account. The Finance Committee will meet and recommend how to use the contingency fund. Line of credit for emergency purposes is suggested. Policy is forthcoming.

- 9) Governance Committee— Board Retreat will take place on June 3rd at Peace Baptist Church from 9:00-2:00 p.m. The following topics will be discussed at the Board Retreat: strategic plan, board goals, committee goals. The Governance Committee will facilitate the Board Retreat. Conflict of Interest, Confidentiality Agreement and Background Check should be signed and completed by each board member.

Elections were held at the start of meeting. The Governance Committee oversaw the election of the following board members: Chair, Vice Chair and Treasurer and Secretary.

- 10) Academic Committee - The committee met on May 8th. Newly aligned curriculum for AVC will be available the week of June 12-16. Committee of 12 has been formed. Draft will be available by July 1st.

Dr. Brown stated that students has increased by 25% of the MAP testing goal and some are still testing.

Milestones report will be shared at a later date. Positions will be posted on the website for the AVC Instructor.

- 11) Development Committee- Board Member dues are now due.
- 12) Old Business-A committee led by Jamal Mitchell along with Mr. Estes will be set up to review IT contracts. New vendor contracts must be approved by 7/1/17. Food Service and Facilities/Maintenance contracts on hold for now.
- 13) New Business—2017-2018 Academic Calendar approval on hold. Board Members to review 1st, 2nd and 3rd option: ½ day twice a month, ½ days twice a month plus a few extra days or ½ days at least on per month to ensure that number of school hours are being followed according to Charter. All are suggested by DPA Administration for professional development and parent teacher conference days.

Jamal Mitchell to lead active recruitment for Partnerships.

14) No Community Concerns

15) No Executive Session of Board Meeting

Adjourned at 8:43 pm