

Purpose Built Schools Atlanta, Inc.
Board of Directors Meeting Minutes
April 18, 2017

MEMBERS PRESENT: Cheryl Lomax, Shirley Franklin, Greg Giornelli, Ingrid Saunders Jones
STAFF PRESENT: Sean Brazier, Vinice Davis Teresa Eroid, Nicole Evans Jones, Barbara Preuss

CHERYL LOMAX CALLED THE MEETING TO ORDER AT 1:01 PM; QUORUM PRESENT (4 OF4)

TOPIC: Minutes of the February 27, 2017 Board Meeting

DISCUSSION: None.

MOTION: Made by Ingrid Saunders to approve the February 27, 2017 minutes.

ACTION: Seconded by Greg Giornelli and carried without dissent.

TOPIC: Audit Committee Progress

DISCUSSION: Cheryl Lomax shared audit committee progress to date. Several items that were discussed will be reviewed later in the meeting (i.e., HRIS, transportation).

TOPIC: Standing Updates

SUBTOPIC: School Activity Report – Barbara Preuss

DISCUSSION:

- An overview the GA Milestones timeline at Thomasville Heights
- Highlight - THES obtained 100% attendance on first day of testing and received the most improved award in attendance in January 2017.
- Overview of the Four Scoring Levels of the GA Milestones (an overview of the school's grade with is based on Achievement, Progress, Achievement Gap, and Challenge Points).
- An overview of 2016 CCRPI performance for THES, Slater, Price, Carver Health, and Carver Arts.
- PBSA goal is to get off Priority list and get a CCRPI score above 60 for two years in a row.
- Overview of the tools to track and measure student progress
- An overview of the staffing process to date for Slater Elementary and Price Middle Schools.

SUBTOPIC: Parent and Community Engagement—Sean Brazier

DISCUSSION:

- Overview of the parent and community engagement efforts including progress to date and upcoming programs.

- An overview of the parent employment strategy to help parents find permanent employment.
- Greg Giornelli provided a high-level overview of the vision for the community support program, which will be funded through outside fundraising.

TOPIC: Operations Review – Vinice Davis

DISCUSSION:

- Details regarding the recommendation to contract with Samson Trailways for daily transportation for Slater and Price for the 2017-2018 school year.
- Details regarding the recommendation to contract with ADP as the PBSA HRIS for the 2017-2018 school year.
- Details regarding the recommendation to obtain a contract for classroom expansion and renovations for THES for May/June 2017.

TOPIC: Financial Review – Sean Brazier

DISCUSSION:

- Details on the spend to date and year-end projections and five-year projections, including unexpected/unplanned, unknown estimates, and opportunities to improve controls.
- An overview of the FY2017-2018 budget overview and details for PBSA and by school.
- Overview of the budget projections assumptions.

TOPIC: Board Matters

SUBTOPIC: New Market Tax Credits (NMTC) -- Greg Giornelli

DISCUSSION: Greg Giornelli shared an overview of PBSA's efforts to secure new market tax credits to generate equity funding for the Community Support Program. Greg walked the Board through the proposed financial structure developed in partnership with Northern Trust Company. The effort is scheduled to close in July 2017.

SUBTOPIC: Board Composition – Sean Brazier

DISCUSSION: Sean Brazier initiated conversation regarding the Board composition bylaws. Cheryl Lomax suggested we develop a Board strategy and timeline to inform the discussion. Board prefers to remain as-is until we bring the two new schools online and then revisit the discussion in late Fall 2017.

SUBTOPIC: Personnel Policies

DISCUSSION: Vinice Davis provided an overview of the proposed personnel policies for board approval for the 2017-2018 year.

SUBTOPIC: Credit and Debit Card Policy – Sean

DISCUSSION: Sean Brazier said there were no major updates for corporate cards. Staff decided to table prepaid debt card policy for next meeting.

SUBTOPIC: Topics to Discuss at the next Board Meeting on May 31, 2017

- Visitor management addressing expectations of no drugs, weapons, etc.

TOPIC: Board Actions

DISCUSSION: Appointment of Vinice Davis to Secretary/Treasurer for the Board. This position fills the vacancy left by Felicia Johnson.

MOTION: Made by Ingrid Saunders.

ACTION: Seconded by Shirley Franklin and carried without dissent.

DISCUSSION: Authorization to enter into a contract with Samson Trailways at an estimated cost of up to \$600,000 for transportation services for 2017-2018 school year. This item is included in our budget projections.

MOTION: Made by Shirley Franklin.

ACTION: Seconded by Ingrid Saunders and carried without dissent.

DISCUSSION: Authorization to enter into a contract with ADP at an estimated cost of up to \$75,000 for a Human Resources Information System platform for PBSA employees. This item is included in our budget projections.

MOTION: Made by Shirley Franklin.

ACTION: Seconded by Greg Giornelli and carried without dissent.

DISCUSSION: Authorization to enter into a contract with Cornerstone Contracting for up to \$275,000 for classroom renovations at Thomasville Heights Elementary School.

MOTION: Made by Ingrid Saunders.

ACTION: Seconded by Shirley Franklin and carried without dissent.

DISCUSSION: Authorization to approve the 2017-2018 personnel policies.
MOTION: Made by Shirley Franklin.
ACTION: Seconded by Ingrid Saunders and carried without dissent.

Next meeting, May 31, 2017 1pm – 3pm

There being no further business, the meeting was closed at 2:44pm.

Respectfully submitted,

Vinice Davis
Chief Operating Officer