

**Minutes of the Board of Directors Meeting**  
**Purpose Built Schools Atlanta, Inc.**  
October 3, 2016

**Members in Attendance:** Greg Giornelli, Ingrid Saunders Jones, Cheryl Lomax

**Staff Present:** Barbara Preuss, Nicole Evans-Jones, Teresa Eroid, Sean Brazier, and Dan Kish.

Meeting called at 1pm.

Motion called by Ingrid Saunders-Jones to approve minutes from August meeting.  
Motion seconded by Greg Giornelli

Barbara Preuss reviewed MAP and AIMSweb assessments with the Board. Discussion transitioned to performance goals and targets that will impact bonus decisions at the end of the year. Bonuses will come in December, similar to Drew Charter School's bonus cycle. Attendance target to be modified to 95%.

Sean Brazier provided the Board an overview of the financials, highlighting the expenses relative to the Board-approved budget.

**Items for consideration and approval by the Board**

1. **Action item:** Authorization to enter into a contract up to \$30,000 with an external accounting and bookkeeping provider. This is a budgeted expense - \$50,000 was budgeted for Bookkeeping and Audit services in the first year (run rate of \$15,000 per year after year one). An RFP was launched on September 27 with an expected close date of October 5.

*Motion for approval made, seconded, and passed.*

2. **Action item:** Ratification of student Chromebook (computer) purchase of \$33,604. This purchase will be reimbursed by APS with 2015-16 school year Title I funds.

*Motion for approval made, seconded, and passed.*

3. **Action item:** Ratification of contract amendment with Hanover Insurance Group for property insurance up to \$25,000. This coverage will bring PBSA into compliance with the lease with Atlanta Public Schools.

- a. The lease agreement with APS states that PBS is required to insure APS buildings for 100% of the replacement cost values.
- b. PBSA insurance coverage up to this point excluded blanket property insurance coverage.
- c. Johnson & Bryan estimates that this change will increase the annual premium cost between \$15,204 to \$22,806 (based on a range of \$.10 to \$.15/\$100 of insured value)

*Motion for approval made, seconded, and passed.*

**Discussion items**

**1. Changes to an officer on the Board**

- a. Ben White of Alston & Bird advised us to have the minutes reflect that Felicia Johnson has been terminated and that her role as an officer of the organization will be filled as soon as possible. Once her role is filled, we can update the organizational minutes.

**2. Non-budgeted but essential expenses**

- a. Staff responsibility to inform the Board chair with information including financial impact who then will determine appropriate actions (e.g., inform Board or submit for full Board vote) for the full Board.
- b. Sean Brazier will start updating the Board chair every two weeks with a short summary of relevant developments.

Greg Giornelli walked the Board through the Northern Trust loan transaction as well as updates on various grants (SIG grant, Walton Family Foundation, and a few others).

Barbara Preuss walked the Board through an overview of the PBSA scaling plans and timeline. Greg Giornelli posed question to the Board regarding Board's participation in the principal interview process. Board decided to leave responsibility for principal hiring up to the Head of Schools. Board is open to observing but does not want official responsibility for selection.

Board discussed spring calendar and timing. Sean Brazier to ask Linda Roberts to reach out to Board to schedule monthly meetings in the spring.

**Follow up items**

1. Barbara Preuss to bring grade and/or class-level breakouts of formative assessments to next meeting.
2. Barbara Preuss to modify attendance target (re: bonus) to 95% and include new language disqualifying individuals for the bonus (e.g., if an individual is tardy more than X number of times, he or she is not eligible for the bonus).
3. Staff will keep Board informed of principal timelines and to consider timing for principal selection relative to December 12 Board meeting.
4. Staff to reach out to Board re: spring scheduling (target monthly meetings).

Respectfully submitted,

Sean Brazier  
Vice President