

**Purpose Built Schools Atlanta, Inc.**  
**Board of Directors Meeting Minutes**  
**June 16, 2020**  
**Virtual Meeting**

**MEMBERS PRESENT:** Shirley Franklin, Greg Giornelli, Cheryl Lomax, Ingrid Saunders Jones  
**STAFF PRESENT:** Karen Amos, Barbara Preuss, Jonathan Tugman  
**GUESTS PRESENT:** Cita Cook, Monique Nunnally

**NOTE:** This Board Meeting is being held via teleconference due to concerns regarding COVID-19 (Coronavirus), and the related public health emergency declared at both the state and federal levels. Public notice of this meeting was posted electronically on the PBSA website.

**CHERYL LOMAX CALLED THE MEETING TO ORDER AT 12:34 PM WITH A QUORUM (4 OF 4).**

**TOPIC: Public Comments**

**DISCUSSION:** None.

**TOPIC: Minutes of the April 14, 2020 Board Meeting**

**DISCUSSION:** None.

**MOTION:** Made by Shirley Franklin to approve the April 14, 2020 minutes.

**ACTION:** Seconded by Greg Giornelli and carried without dissent.

**Standing Updates:**

**TOPIC: Budget & Financial Update**

**DISCUSSION:**

- Karen Amos, Chief Financial Officer, presented highlights of the FY20 financial statements through April 30, 2020. Karen reviewed budget vs actual expenditures noting we are tracking under budget in all expense categories. Transportation is substantially under budget as a result of virtual instruction which began for students March 16<sup>th</sup> due to the Coronavirus and school building closure. We anticipate savings in additional non-salary line items during the remote period as we close out the school year. Overall the expenses are under budget for period ended April 30, 2020.

**TOPIC: Approval of the 2020 – 2021 School Year Budget**

**DISCUSSION:**

- Greg Giornelli, Chief Executive Officer, presented the FY21 Budget for Board approval. Atlanta Public Schools has tentatively approved their FY21 Budget which includes a 3.5% decrease in revenue. Greg noted our budgeted expenses decreased \$2.7M over prior year as we “right-sized” the budget.

There is no salary or merit increase in the FY21 Budget. Greg also reminded the Board we will use \$1M from the PPP Loan to offset the FY21 budget deficit which is consistent with guidelines provided for in the loan.

- Greg answered questions regarding enrollment implications of Forest Cove Apartment renovations advising it will directly affect all of the Thomasville students and roughly 25% of both Carver and Price students.

MOTION: Made by Shirley Franklin to approve the FY21 Budget.

ACTION: Seconded by Ingrid Saunders-Jones and carried without dissent.

**TOPIC: Payroll Protection Resolution**

DISCUSSION:

- Greg noted the purpose of the resolution is to provide the President with authorization to spend the PPP loan proceeds in accordance with the regulations of the PPP and to apply for loan forgiveness once all proceeds have been expended.

MOTION: Made by Greg Giornelli to approve the Payroll Protection Resolution.

ACTION: Seconded by Shirley Franklin and carried without dissent.

**TOPIC: Board Term Resolution**

DISCUSSION:

- Greg informed the Board that PBSA Bylaws allow for unlimited board terms and the resolution presented today extends terms for two Board Members.

MOTION: Made by Ingrid Saunders-Jones to approve the Board Term Resolution.

ACTION: Seconded by Shirley Franklin and carried without dissent.

**TOPIC: Community Input Policy**

DISCUSSION:

- Greg advised we are following best practices for public comments during Board Meetings. The Community Input Policy will be posted to the PBSA website positioned near the Board Meeting Schedule.

MOTION: Made by Ingrid Saunders-Jones to approve the Community Input Policy.

ACTION: Seconded by Shirley Franklin and carried without dissent.

**TOPIC: Instructional Update**

DISCUSSION:

- Barbara Preuss, Head of Schools, provided end of school year highlights noting positive outcomes while reviewing percentage of engagement in virtual instruction across all schools. End of school year activities included grade level celebrations and award ceremonies conducted virtually at each school. Barbara announced Carver STEAM Academy was one of two schools to meet all the requirements for Atlanta Public Schools College Access Targets. The school year ended 5 days early on May 15, 2020.

- Barbara shared current plans for re-opening including staff starting 10 days early for pre-planning and bringing in small groups of students for in-person testing to identify gaps and deficits.
- Barbara also provided an update on the virtual Summer Programs currently in progress providing primary goals and number of students registered.

**TOPIC: Student & Family Support Program**

**DISCUSSION:**

- Jonathan Tugman, Chief of Staff, announced the Student & Family Support Program as the new name to identify wrap-around services provided by the Community Engagement Program. Along with the name change, student and family support positions will shift back to the schools however the core pillars of the program remain unchanged.
- Jonathan also provided an update on student devices issued, ongoing weekly food pantry distributions and other family crisis support.
- The FY21 Student & Family Support Budget will be presented to the CEP Board next week for approval.

**TOPIC: Communications Update**

**DISCUSSION:**

- Greg discussed challenges of enrolling students virtually and utilizing a new tracker to re-enroll students.
- Greg also reviewed the ongoing communications strategy to push out important information to families and external stakeholders using social media platforms and recurring newsletters.

**TOPIC: Strategic Plan Update**

**DISCUSSION:**

- Jonathan announced the Strategic Plan will be shared with staff during Values Week.

**TOPIC: Closing Comments**

**DISCUSSION:**

- Greg announced the next Board meeting is scheduled for Wednesday, August 19, 2020.

There being no further business, the meeting was adjourned at 2:12 pm and the Board moved into Executive Session.

Respectfully submitted,

*Karen Amos*

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Karen Amos, Secretary & Chief Financial Officer