

Purpose Built Schools Atlanta, Inc.
Board of Directors Meeting Minutes
June 23, 2021
Virtual Meeting

MEMBERS PRESENT: Shirley Franklin, Cheryl Lomax, Ingrid Saunders Jones
STAFF PRESENT: Karen Amos, Jonathan Tugman, Dr. Nikkita Warfield
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 11:05 AM WITH A QUORUM (3 OF 4).

TOPIC: Public Comments

DISCUSSION: None.

TOPIC: Minutes of the April 21, 2021 Board Meeting

DISCUSSION: None.

MOTION: Made by Ingrid Shirley Franklin to approve the April 21, 2021 minutes.

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

Standing Updates:

TOPIC: Budget & Financial Update

DISCUSSION:

- Karen Amos, Chief Financial Officer, presented highlights of the FY21 financial statements through May 31, 2021. Karen reviewed budget vs actual expenditures noting we are tracking under budget in all expense categories. The final per pupil revenue payment for the school year was received in May. The May payment included the end of year true-up bringing us slightly below budget for the year. Benefits are under budget due to a credit from our healthcare provider offsetting current year expense. The year will end with savings in multiple non-salary line items due to operating in virtual environment including School Culture, Enrichment, Services & Supplies, and Professional Development. Transportation costs increased from students returning to in-person instruction beginning in March. Facilities has been under budget for the majority of the virtual year with savings in Maintenance & Repair and Utilities. Overall, the expenses are under budget for period ended May 31, 2021.

TOPIC: FY22 Budget Approval

DISCUSSION:

- Karen Amos, Chief Financial Officer, presented the FY22 Budget Draft for approval. As discussed in the April meeting, APS agreed to modify the per pupil revenue formula for the 2021 – 2022 school year for both Thomasville & Price due to decrease in enrollment during the Forest Cove renovation. The modification allows staff at both Thomasville & Price to remain intact for the coming school year in preparation for the return of Forest Cove students after the renovation. APS compensation updates for the 2021 – 2022 school year are included in our budget continuing our practice of staying one step ahead of APS pay scales. The final FY22 Budget Draft was presented to the Board for approval.

MOTION: Made by Shirley Franklin to approve the FY22 Budget.

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

TOPIC: Audit Governance Letter

DISCUSSION:

- Karen reviewed Warren Averett’s governance letter notifying the Board of the audit engagement for the year ended June 30, 2021. The letter outlined Warren Averett’s responsibility under Generally Accepted Auditing Standards and Government Auditing Standards.

TOPIC: Fundraising Update

DISCUSSION:

- Jonathan Tugman, Chief of Staff, provided update on \$15M campaign to support the Student & Family Support Program. In addition to the Joseph B. Whitehead Foundation grant other pledges include TOURS funding, CF Foundation and allocation of CARES funding.

TOPIC: Forest Cove Update

DISCUSSION:

- Jonathan announced Millennia has closed on the Forest Cove property. Our community Partners are continuing to support Forest Cove residents throughout the relocation.

TOPIC: CAO Instructional Update

DISCUSSION:

- Dr. Nikkita Warfield, Chief Academic Officer, reviewed average daily attendance rates across the Cluster and Georgia Milestones participation rates.
- Dr. Warfield also discussed average attendance rates for the Summer Programs including Horizons, Summer Blast, Special Education and Carver Credit Recovery.

- For the 2021 – 2022 school year, each school will institute a daily “Intervention Block” for 75 minutes for small group differentiated literacy instruction.

TOPIC: Approval of CARES Act Budget

DISCUSSION:

- Dr. Warfield discussed the three-year CARES Act budget designed to address the learning loss gap. The CARES Act funding supports literacy intervention and Project-Based Learning strategies and practices for the upcoming school year.
- CARES funding will support new Smart Boards in every classroom, Schenck partnership expansion and dedicated funds to address Learning Loss.
- In addition, CARES funding will be utilized to add 4th Social Worker for Price and Registered Nurse to support the Cluster.

MOTION: Made by Ingrid Saunders-Jones to approve the CARES Act budget.

ACTION: Seconded by Shirley Franklin and carried without dissent

TOPIC: Student & Family Support Program

DISCUSSION:

- Jonathan reviewed highlights from end-of-year caregiver survey.
- Planning is underway for SY22 kickoff activities that were successful last year with a full week of activities.

TOPIC: Communications Update

DISCUSSION:

- The social media advertising campaign resulted in 35 new leads of caregivers expressing interest in PBSA.
- Carver STEAM Academy has launched a series of inspiring murals that have been promoted on our website, newsletter and social media.

TOPIC: Board Term Resolution

DISCUSSION:

- Jonathan read the Board resolution to renew the board term for Shirley Franklin for a three-year term.

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

ACTION: Seconded by Cheryl Lomax and carried without dissent.

TOPIC: Board Sustainability Planning

DISCUSSION:

- The Board discussed the meeting schedule and trainings for the 2021 – 2022 school year.
- The Board agreed to discuss board sustainability planning at a future meeting.

There being no further business, the meeting was adjourned at 12:48 PM.

Respectfully submitted,

Karen Amos

Karen Amos, Secretary & Chief Financial Officer