

**Purpose Built Schools Atlanta, Inc.**  
**Board of Directors Meeting Minutes**  
**December 14, 2022**  
**Virtual Meeting**

**MEMBERS PRESENT:** Sean Brazier, Greg Giornelli, Ingrid Saunders Jones, Cheryl Lomax  
**STAFF PRESENT:** Karen Amos, Jonathan Tugman, Dr. Nikkita Warfield  
**GUESTS PRESENT:** Cita Cook

**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 11:34 AM WITH A QUORUM (4 OF 6).**

**TOPIC: Public Comments**

**DISCUSSION:** Ms. Cita Cook

**TOPIC: Minutes of the August 17, 2022 Board Meeting**

**DISCUSSION:** None.

**MOTION:** Made by Greg Giornelli to approve the August 17, 2022 minutes.

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

**Special Topic:**

**TOPIC: Audit Report for period ending June 30, 2022**

**DISCUSSION:**

- Karen Amos, Chief Financial Officer, presented Purpose Built Schools Atlanta, Inc. Audit Reports for period ending June 30, 2022. Karen reviewed the Consolidated Financial Statement Report and provided commentary on financial statements, notes, and disclosures. The financial statements received a favorable unmodified opinion from auditors, Warren Averett, LLC.

**Standing Updates:**

**TOPIC: Budget & Financial Update**

**DISCUSSION:**

- Karen Amos, Chief Financial Officer, presented highlights of the FY22 financial statements through October 31, 2022. Karen reviewed budget vs actual expenditures noting overall expenses are running under budget. Karen highlighted Salaries and benefits are under budget due to vacancies, staggered new hire start dates, use of substitutes, and virtual instruction

classrooms. Software, textbooks, and other instructional materials purchased early in the school year are tracking closely to budget. School Culture is over budget for Price Middle School's Behavior Initiative expenses awarded after initial budget approval. Technology costs are under budget due to the purchase of 350 Chromebooks recorded as Fixed Assets on the Balance Sheet. Buy-Back Facilities are over budget due to the use of estimate at time of budget approval. The Board will be presented with an amended budget at the December meeting to adjust both revenue and expenses. Overall, the expenses are under budget for the period ending October 31, 2022.

**TOPIC: FY23 Budget Amendment**

**DISCUSSION:**

- Greg Giornelli, Chief Executive Officer, discussed the October enrollment count resulting in upwards adjustment and increase in the per pupil amount. Per pupil revenue has been increased and expenses not included in the original budget have been added in the amendment.

**MOTION:** Made by Cheryl Lomax to approve the FY23 Budget Amendment.

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

**TOPIC: Budget Calendar for SY24**

**DISCUSSION:**

- Karen Amos, Chief Financial Officer, referred to the Budget Calendar located in the Board materials noting we will kick off the budget cycle in January.

**TOPIC: 5-Year Cash Flow**

**DISCUSSION:**

- Greg Giornelli, Chief Executive Officer, reviewed the 5-Year Forecast Summary that shows cash reserves for upcoming debt payments and availability of resources for future year budgets.

**TOPIC: Instructional Update**

**DISCUSSION:**

- Dr. Warfield, Chief Academic Officer, reviewed student achievement by presenting the Winter MAP Update. Preliminary MAP Achievement results were presented for Slater, Price and Carver showing current performance against goals. Fall MAP data and prior years GMAS was included for comparison.
- Dr. Warfield noted that Carver's graduation rate is trending above our contract goal rate for the second consecutive year.
- Short-term goals for Advanced Pathways include increasing instructional rigor and engagement. Long-term goals are to earn high school credit while at Price Middle School and earn college credit while at Carver STEAM Academy. Earning the advanced credits will reduce the overall cost of college and increase chances for scholarship awards.

- Our seniors have earned \$3.6 million in scholarships to-date, exceeding our goal of \$3 million for SY2022-2023.

**TOPIC: Divisive Concepts Complaint Resolution Policy**

DISCUSSION: Full policy located in the Board materials for review.

MOTION: Made by Greg Giornelli to approve the Divisive Concepts Complaint Resolution Policy.

ACTION: Seconded by Cheryl Lomax and carried without dissent.

**TOPIC: Student & Family Support Program Update**

DISCUSSION:

- Jonathan Tugman, Chief Operation Officer, provided updates on signature programs supporting caregiver engagement including building out Parent-Teacher organizations at each school, annual Thanksgiving turkey drive, and Slater's grandparents day.
- Jonathan presented information on the Urban Recipe partnership and impact outcomes for September 2021 – August 2022.

**TOPIC: Forest Cove Update**

DISCUSSION:

- Greg Giornelli, Chief Executive Officer, provided an update on the Forest Cove relocation and stated it was good that residents have been moved out. Greg noted families were better off in terms of living conditions. Once the relocation started, the process went well with families supported and engaged.

**TOPIC: Communication Update**

DISCUSSION

- Greg Giornelli, Chief Executive Officer, referenced board materials that included 2022-23 Organizational Goals for Marketing & Communications Objectives. There was an outline of strategy for 2023-24 student recruitment and January launch of PreK recruitment.

**TOPIC: Governance**

DISCUSSION:

- Greg Giornelli, Chief Executive Officer, discussed adoption of PBSA Board Expectations document and Resolution to establish and assign designated Board members to the Student and Family Support Committee and the Development Committee. The Resolution further authorizes the CEO to develop Committee Charters for each committee, to be approved by those committees, individually.

MOTION: Made by Greg Giornelli to approve PBSA Board Expectations and Resolution.

ACTION: Seconded by Cheryl Lomax and carried without dissent.

**TOPIC: Closing Comments**

DISCUSSION:

- The Board Retreat will be held February 15, 2023.

There being no further business, the meeting was adjourned at 12:50 PM and the Board moved into Executive Session.

Respectfully submitted,

*Karen Amos*

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Karen Amos, Secretary & Chief Financial Officer