

Purpose Built Schools Atlanta, Inc.
Board of Directors Meeting Minutes
June 15, 2023
Virtual Meeting

MEMBERS PRESENT: Sean Brazier, Greg Giornelli, Shirley Franklin, Dr. Cynthia Kuhlman, Cheryl Lomax, Ingrid Saunders-Jones

STAFF PRESENT: Karen Amos, Mike Davis, Barry Jones, Jonathan Tugman, Dr. Nikkita Warfield

GUESTS PRESENT: None

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.

GREG GIORNELLI CALLED THE MEETING TO ORDER AT 9:03 AM AM WITH A QUORUM (6 OF 6).

TOPIC: Public Comments

DISCUSSION: None.

TOPIC: Minutes of the April 19, 2023 Board Meeting

DISCUSSION: None.

MOTION: Made by Shirley Franklin to approve the April 19, 2023 minutes.

ACTION: Seconded by Cheryl Lomax and carried without dissent.

Special Topics:

TOPIC: CEO Report

DISCUSSION: Mike Davis, Chief Executive Officer, reported out on his first 30 days in his new position. In 30 days, Mr. Davis had the opportunity to visit each school, connect with staff, convene a team retreat, and hold discussions with community members. Mike categorized his reflections by focusing on Passion, People, Progress, and Public Relations.

Standing Updates:

TOPIC: Budget & Financial Update

DISCUSSION:

- Karen Amos, Chief Financial Officer, presented highlights of the FY23 financial statements through April 30, 2023. Karen reviewed budget vs actual expenditures noting overall expenses are running under budget. In April, APS completed the end of year true-up following the March enrollment count resulting in an increase to the Per Pupil revenue budget. APS announced they

will return a portion of FY23 undistributed fund balance back to partner schools increasing revenue. 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. Extracurricular Activities are over budget for Carver due to expenses for Junior & Senior events. Overall, the expenses are under budget for the period ending April 30, 2023.

TOPIC: Presentation of FY24 PBSA Budget Draft

DISCUSSION: Mike Davis, Chief Executive Officer, presented the 2023 – 2024 school year budget draft. For per pupil revenue a conservative enrollment count was applied against the per pupil factor which has increased 15% over the prior year. PBSA compensation remains competitive by staying 1-step ahead of the APS salary schedules. The budget draft includes the results of the recent APS Compensation Study reflecting an 11% increase over the prior year’s salaries. The 2023 - 2024 budget presented supports the PBSA instructional model.

MOTION: Made by Cheryl Lomax to approve the 2023 - 2024 school year budget.

ACTION: Seconded by Sean Brazier and carried without dissent.

TOPIC: Instructional Update

DISCUSSION:

- Dr. Warfield, Chief Academic Officer, announced Carver STEAM Academy surpassed their scholarship goal of \$8 million and applauded Aquantis Clemons who was honored as a Gates Millenium scholarship recipient.
- Carver STEAM graduated 90 scholars on May 25th.
- In planning ahead, this summer we will continue to partner with Horizons in holding Summer Camp for Grades K-8. We are hosting Alvin Ailey Dance Camp for Middle schoolers at Price and the Debbie Allen Summer Intensive will be held for 2 weeks at Carver.

TOPIC: Presentation of FY24 Student & Family Support Budget Draft

DISCUSSION: Jonathan Tugman, Chief Operating Officer, presented the 2023 – 2024 Student and Family Support budget draft. Jonathan noted the SFS budget draft includes lower costs for the Boys & Girls Club of Metro Atlanta due to joint funding from the 21st Century Grant. In SY24 PBSA will resume contributions to the Schenck Program and will add a new Director to the SFS budget. The SFS Committee formally approved and recommended the 2023 - 2024 SFS budget at their meeting held on May 11, 2023.

MOTION: Made by Dr. Kuhlman to approve the 2023 - 2024 Student and Family Support budget.

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

TOPIC: Communication Update

DISCUSSION:

- Mike Davis, Chief Executive Officer, referenced board materials which included highlights from Teacher Appreciation Week and Student Recruitment Summary information detailing email marketing, direct mail, and social media campaign.

TOPIC: Governance

DISCUSSION:

- Greg Giornelli, Board Chair, led the discussion regarding cadence of Board meetings for the upcoming school year. The Board Meeting Schedule for the 2023 – 2024 School Year will be issued in the next few weeks.
- Outgoing CFO, Karen Amos, was recognized for her 6 years of service.
- Outgoing Board Member, Ingrid Saunders-Jones was recognized for faithfully serving 7 years on the Board since PBSA start-up in 2016.

TOPIC: New Board Secretary and Treasurer

DISCUSSION: Greg Giornelli confirmed the resignation of outgoing CFO Karen Amos who served as Board Secretary and Treasurer. Barry Jones, PBSA's new Controller was nominated for both positions.

MOTION: Made by Greg Giornelli to accept Karen Amos' resignation and to add Barry Jones as Board Secretary and Treasurer.

ACTION: Seconded by Sean Brazier and carried without dissent.

There being no further business, the meeting was adjourned at 10:04 AM and the Board moved into Executive Session.

Respectfully submitted,

Karen Amos

Karen Amos, Secretary & Chief Financial Officer