



APPROVED 5/9/14

Georgia Connections Academy (GACA)  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
Thursday, April 24, 2014 at 6:00 p.m. ET

Held at the following location and via teleconference:  
Georgia Connections Academy  
2763 Meadow Church Road, Suite 208  
Duluth, GA 30097

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I. Call to Order

Ms. Hug called the meeting to order at 6:04 p.m. when all participants were present and able to hear each other. The school location and phone line were open for the public to attend.

II. Roll Call

Board Members Present at Roll Call: Alisa Hug (in person), JoAnn Brown, Steve Julal and Rich Thompson (all via phone);

Board Members Absent: Charlotte Collins;

Guests Present: Heather Robinson, School Principal (in person); Shawn Soltz, Jay W. Ragley, Rachel Graver and Heather Woodward, Connections staff (all via phone).

III. Public Comment

There were no public comments at this time.

IV. Routine Business

a. Approval of Agenda

Ms. Hug asked the Board to review the Agenda distributed prior to the meeting. There being no changes noted, Mr. Julal made the following motion and it was seconded by Mr. Thompson as follows:

RESOLVED, that the Agenda for the April 24, 2014 Board meeting of the Board of Directors of the Georgia Connections Academy, as presented, is hereby approved.

The motion passed unanimously.

## V. **Audit Committee, Committee of the Entire Board**

### a. Approval of Audit Firm Engagement for the 2013-2014 school year

Mr. Julal reviewed the audit firm engagement letter, as included in the Board materials. He advised the Board that the audit firm he was recommending was the same firm the Board had engaged for the previous school year, and the estimate of audit-related charges was similar to the previous school year. There being no further discussion, a motion was made by Mr. Thompson and seconded by Mr. Julal as follows:

RESOLVED, that the engagement of Brooks, McGinnis & Company, LLC for the 2013-2014 school year audit, as presented, is hereby accepted.

The motion passed unanimously.

## VI. **Oral Reports**

### a. Principal's Report

Ms. Robinson reviewed the Monthly School Report with Board members. She also reviewed recent school activities.

#### i. Dashboard/Media Clips and Marketing

Ms. Robinson reviewed the school dashboard/media clips and marketing information included in the Board materials with the Board.

#### ii. Update on Facility

Ms. Robinson provided the Board with an update on the facility progress made since the last Board meeting. She noted that the school has moved into their expanded location and all updates to the space are going as planned.

#### iii. Other Awards and Accolades

Ms. Robinson discussed the school's most recent achievements and awards with the Board.

#### iv. Update on End of Year Activities and Prom

Ms. Robinson updated the Board on prom plans and end of year activities. She noted that the school expects 1,300 attendees at the May 16<sup>th</sup> graduation ceremony. Ms. Robinson invited all Board members to attend, and advised that they should soon be receiving their invitations in the mail.

### b. Financial Report

Mr. Soltz reviewed the financial information included in the Board materials with the Board. He reviewed the balance sheet, and the school's revenue and expense statements with the Board. The Board inquired about recent legislative impacts on the school's budget. Mr. Ragley answered the Board's legislative questions.

## VII. Board Strategic Development

### a. Spring Board Retreat – May 9, 2014

Ms. Hug presented this item to the Board. She reminded the Board of the upcoming training on May 9<sup>th</sup> and advised that the Board will be reviewing the school's bylaws, the EMO Evaluation and Strategic Plan.

### b. National Charter School Conference

Ms. Hug reviewed with the Board details of the National Charter School Conference, as well as noting the current Board budget available for attendance. She informed the Board that, based on the funds available, the Board can send two members to the conference and asked for interested Board members to contact her directly.

### c. Board Member Recruitment

Ms. Hug advised the Board that she has been in contact with the Board Bank that has been created by the Georgia State Charter School Commission. She noted the ongoing recruitment efforts.

### d. Update on Strategic Plan

Ms. Robinson provided the Board with an update on the school's strategic plan and the work conducted by she and Dr. Brown to date. She advised that a draft plan is expected to be available for Board review at the May 9<sup>th</sup> retreat.

## VIII. Consent Items

Ms. Hug asked the Board members whether there were any items from the Consent Items that they wished to have moved to Action Items for discussion, or tabled. There being no items moved, a motion was made by Mr. Thompson and seconded by Mr. Julal as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the February 20, 2014 Meeting;
- b. Approval of Staffing Report;
- c. Approval of School Calendar for the 2014-2015 School Year;
- d. Approval of Staff Compensation Plan for the 2014-2015 School Year;
- e. Approval of Revision(s) to Employee Handbook; and
- f. Approval of Curriculum for the 2014-2015 School Year; are hereby approved.

The motion passed unanimously.

## IX. Action Items

### a. Approval of Connections Academy of Georgia, LLC Invoices for February and March

Mr. Julal reviewed in detail the CA invoices for the months of February and March as drawn from the financial report presented earlier in the meeting and contained in the Board materials. He asked the Board members whether they had any questions on the invoices or required any further explanation. There being no further discussion, a motion was made by Mr. Julal and seconded by Dr. Brown as follows:

RESOLVED, that the Connections Academy of Georgia, LLC invoices for the month of February, in the amount of \$737,143.67 and the month of March, in the amount of \$1,211,267.82, as presented, are hereby approved for payment upon the availability of funds.

The motion passed unanimously.

## X. Information Items

### a. State Relations Update

Mr. Ragley provided the Board with an update on recent legislative activities that may impact the school.

### b. School Leader End of Year Review

Ms. Bailey discussed the traditional school leader review process completed each year, including mid and end of year reviews. She advised the Board regarding the Principal evaluation survey that will be sent to each Board member individually to complete electronically, to provide their feedback on the school leader's performance. Ms. Bailey further advised that the evaluation feedback is an integral part of the process, and will be discussed as part of the school leader's review at the applicable Board meetings.

### c. Board Planning for the 2014-2015 School Year

#### i. Proposed Meeting Schedule

The Board discussed changing their meeting schedule to the third Thursday of the month at 6:00 p.m., and requested to have meetings scheduled for every month of the year. Ms. Woodward advised that the consideration of the Board meeting schedule for the 2014-2015 school year will be included on the June Annual Meeting agenda.

#### ii. Board Composition

Board members discussed current Board composition and recruiting efforts, as well as the Board attendance policy currently in place.

### d. Board Academy Planning – October 5-7, 2014

Ms. Woodward presented this item to the Board. She detailed the topics and presentations planned, as well as the positive feedback received from partnering school board members who have previously attended on the opportunities for networking and collaboration with other board

members and school leaders from Connections' partnering schools around the country. Board members who have attended the training encouraged any board members with availability to attend Board Academy in Baltimore. Ms. Woodward advised the Board that the consideration of sending Board members to Board Academy, and covering associated expenses, will be included on an agenda at the start of the next school year.

**XI. Executive Session – Board pursuant to O.C.G.A § 50-14-3 - to discuss any records that are exempt from public inspection (O.C.G.A 50-14-3)**

[Mr. Ragley and Mr. Soltz left the meeting at 6:43 p.m.]

A motion was made by Mr. Thompson and seconded by Dr. Brown, to enter into Executive Session at 6:44 p.m. via a roll call vote of the Board pursuant to O.C.G.A § 50-14-3, to discuss any records that are exempt from public inspection. At the invitation of the Board, Ms. Robinson, Ms. Graver and Ms. Woodward remained in the Executive Session.

After the Board concluded their discussion, the Board resumed their open session at 6:54 p.m. upon a motion being made by Dr. Brown and seconded by Mr. Thompson.

No action was taken during Executive Session.

**XII. Consideration of Action Items Resulting from Executive Session**

No action was necessary at this time.

**XIII. Adjournment and Next Meeting Date - May 9, 2014 at 10:00 a.m. Strategic Planning Session – in person**

The next meeting is scheduled for May 9, 2014 at 10:00 a.m. ET in person. A motion was made and seconded to adjourn the meeting at 6:55 p.m. The motion passed unanimously.