



Georgia Magnet Charter School
Foundation, Corp. (501(c)(3))

Hapeville Charter School and Career Academy

Sixth Grade Academy Building
3562 Elm Street
Hapeville, GA 30354

Seventh and Eighth Grade Campus
3535 South Fulton Avenue
Hapeville, GA 30354

Phone: 404-767-7730

Board of Directors

***Lew Valero, Chairperson**

Robert Beasley

David Burt

Scott Eaves

Tonya Wismer

***Terry Martin**

***Macaele Dodson**

***Cheryl Bostic**

Parent #3

Parent #4

***Diane Terry**

MINUTES

Board of Directors Meeting: January 28, 2008 at 5:30 pm

1. The meeting was called to order – 5:35 pm
2. Mr. Valero introduced the new Hapeville City Manager, Bill Warner.
3. Dr. Martin introduced Ms. Diane Terry as a new board member. Ms. Terry is a veteran school administrator in DeKalb County and currently serves as a counselor at Gresham Park. She will replace Dr. Jim Gilkeson on the board.
4. Financial Report: Ms. Olsen (G – going forward, we should label this financial report vs. Treasurer’s Report...)
 - a. Ms. Olsen noted that revenue for 2 months was received in November and none in December.
 - b. She highlighted out of the ordinary expenses that included roof repairs to Elm Street, painting of main campus, and major IT purchases/support including several new servers.
 - c. There were no questions on the financial report and it will be filed for audit.
5. Career Academy Update: Dr. Martin
 - a. Georgia Magnet Charter Foundation completed the purchase of property on Buffington Road for building the career academy
 - b. Terracon has completed all preliminary reports and the property passed each hurdle needed for Fulton County’s approval.
 - c. Union City has approved zoning for career academy to be built on the site.
 - d. The MOU (Memo of Understanding) between the HCS and Atlanta Tech, which has to be approved by Georgia DOE, DTAE and Fulton County, is almost completed. The impact is that, once approved, the

funding from the \$3.2M DTAE grant can be accessed by HCS. Dr. Martin explained that the expenses incurred to date have initially been paid from existing HCS funds but will be replenished from the grant once we can access that funding.

- e. Dr. Martin detailed the timeline we are currently working under regarding leases for the middle school space. Both buildings, the Methodist Church and Elm Street, have leases that end in June 2009 and space for a middle school needs to be identified and built out to accommodate the school for the subsequent school years.

ACTION: Dr. Martin asked that a committee be formed by the next board meeting to solve the middle school location situation.

- f. Bill Warner, Hapeville City Manager, committed to working with the school on this effort.

6. Enrollment Update: Ms. Orgertrice

- a. Currently, 397 students are enrolled at HCS: 141 6th, 130 7th and 126 8th graders.
- b. Prospective students from the first information meeting include: 123 6th, 33 7th and 27 8th graders. Letters to these prospects will be mailed on 1/29 and acceptance letters will be sent the end of March.
- c. Second informational meeting occurs on 2/9/08.
- d. Mr. Rainey said the goal for each grade for 2008-09 will be 170 per grade to allow for historical attrition trends. The target figure for 9th grade will be 150 students.
- e. Ms. Terry asked what were the chief attrition reasons for 6th graders? Ms. Orgertrice responded that transportation and families moving out of the area continue to be primary reasons by far.

7. Academic & AYP Update: Mr. Rainey

- a. Continuing with the countdown to CRCT, particularly on bulletin boards around campus
- b. CRCT tests are April 16-24
- c. Now using 3 CRCT practice tests repetitively.
- d. Noted that students are not retaining material and score significantly higher on material learned most recently. Ms. Floyd noted that retention is due to poor study habits which she is working on correcting with the students.
- e. Ms. Terry noted that, at her school, it was not uncommon to re-teach vocabulary and that the length of the CRCT test was considerably longer than short tests students typically take, making concentration difficult for some students.
- f. Ms. Riley, parent of a 6th grader new to HCS, voiced concerns that she weren't always able to follow along with her child's classwork. She and other parents in attendance asked that the websites for the textbooks be placed on the syllabus for each class so they can more closely follow along with their students to help guide and reinforce learning. Ms. Grubbs asked for the URLs so she can have them

added to the HCS website. Ms. Dodson and Ms. Bostic said that if they had a list, they could distribute at the PTCO meetings.

- g. Ms. Bostic also asked for the listing of “test words” to be distributed again so parents could reinforce with their students.**

ACTION: Over the next two weeks, Ms. Henry will coordinate with all staff and teachers to add the textbook URLs to each classroom syllabus. Copies of the URLs will be given to Ms. Grubbs to update the website and to the PTCO leadership to distribute to the parents at their meetings. She will also ensure the listing of test words is redistributed to parents in the same timeframe to ensure they are able to help students prepare for CRCT.

- h. As a result of Ms. Terry’s question as to whether we conduct parenting meetings, a discussion ensued that ranged from lack of attendance at PTCO to “mandatory” parent meetings to inability to reach parents to discuss students’ progress.**
- i. Ms. Floyd assured parents of the staff’s continued efforts to reach parents, particularly those with students experiencing academic difficulties. She cited the large number of non-working phone numbers among the students as the primary problem in communicating with the parents.**

ACTION: Mr. Rainey will work with the PTCO leadership to develop ways to get more parents who typically do not attend to attend the PTCO meetings so the staff can address parenting issues, study skill improvement, importance of CRCT testing and other issues they are not able to communicate 1:1.

- j. Mr. Rainey and Ms. Henry highlighted the progress on academic testing and preparation for the CRCT in April. Mr. Rainey told the group about a new software tool (identified at the GA Charter Schools Association meeting last week) to potentially augment the testing capabilities. He will confer with Dr. Martin about the benefit of purchasing and implementing this software.**

8. Sixth Grade Academy update: Mr. Nowell

- a. Mr. Nowell noted his continued meetings with parents to stress the need for them to talk with their students about the importance of focusing on education, particularly when progress reports are released.**
- b. Ms. Orgertrice, HCS registrar and parent of twin 6th graders at HCS, applauded the efforts of the 6th grade team. She said she continues to be impressed with their accomplishments with the students and has great respect for the entire group.**

9. Communications Update: Ms. Grubbs

- a. Ms. Grubbs noted that school support discussions with Rockwell Collins are continuing and that their representatives participated in judging the Science Fair last week.**
- b. Mr. Glass-Hess and students recently completed the burial of King Tut...location not to be disclosed.**

- c. **HCS Ambassadors who attended Hapeville Elementary are planning to return to their former schools to help “recruit” new students to HCS.**
 - d. **Ms. Grubbs is making more and more changes to the HCS website in an effort to keep it as up to date as possible.**
 - e. **The website for the high school will begin development on 1/29/08.**
 - f. **HCS has been invited to participate in next year’s MLK Celebration in East Point.**
 - g. **HCS will co-host the going away party for Colonel Garrison at Fort McPherson.**
 - h. **Science Fair: In Ms. Rainey’s absence, Ms. Grubbs told the board about the Science Fair that occurred last week. Consensus was from all who participated (students, parents, faculty and judges) was that it was planned and executed “without a hitch.” Many kudos were issues to Ms. Rainey and her Science team for a job well done! Particular appreciation went to the PTCO for providing dinner for the judges!**
10. PTCO Update: Ms. Dodson
- Upcoming Events for the PTCO include:
- a. **2/21 – 5:30 pm Black History Program – HCS Cafeteria**
 - b. **2/27 – Fun Day – CRCT Kickoff**
 - c. **3/28 - Sports Banquet**
 - d. **3/26 – Skate Town (12n – 6pm) ½ day at school**
 - e. **4/11 – CRCT Pep Rally**
 - f. **May – PTCO meeting**
 - g. **5/17 – HCS Prom at School**
 - h. **May Graduation – Gazebo in Jess Lucas Park, Hapeville**

Respectfully submitted:
Terry Martin – January 29, 2008