

Hapeville Charter School Board

Foundation Board

Diane Terry, CEO
Terry Martin, CFO
Lew Valero, SEC


Community Representatives

Barbara McKee
Jocelyn Juhan

Parent Representatives

Natasha Stark
Open
Helen Willis
Open

Board Meeting Agenda November 14, 2016 at 5:30pm Hapeville Charter Middle School – Sixth/Seventh Grade Campus

| Item | | Sub-Items | Discussion/Action |
|--------------------------------------|---------------------------------------|--|------------------------|
| Meeting Call to Order | CEO |  Pledge of Allegiance | |
| Public Comment | No requests at this time | | |
| Minutes of previous Board Meeting | CEO | Minutes of the October 24, 2016 Board Meeting | Seek Motion to Approve |
| Financial, Business and Legal Report | CFO | Operating budget Update for 2016-2017 School Year 2017-2018 Sports Budget Net Loss Cap | Board Action Item |
| Principals' Reports | Ms. Marcia Lowe Mr. Jannard Rainey | State of the School Addresses (SOSA) | Report to Board |
| Action Items | President | Board Action Items | Page 7 |
| Old Business | | 100% Tobacco-Free School Policy Enforcement Plan Executive Director Search Update | |
| New Business | | FCS Charter Interim Compliance Report | Not yet received |
| Meeting Adjournment | CEO | | |

Hapeville Charter Middle School (HCMS) and Hapeville Charter Career Academy (HCCA) are each accredited by AdvancED. HCMS and HCCA receive funding through the Federal Title I Program for economically disadvantaged families as school-wide Title I Schools operating as a part of Fulton County School System. Hapeville Charter Middle School and Hapeville Charter Career Academy has been approved to participate in the Provision 2 option of the Federal School Breakfast Program and National School Lunch Program. Under this program, breakfast and lunch are served to all students at no charge regardless of income.

This corporation (which includes HCMS and HCCA) is an equal opportunity provider. HCMS and HCCA are members of the Georgia Charter Schools Association.

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Hapeville Charter Schools Board of Directors

2016 – 2017 School Year

Hapeville Charter Middle School
Sixth and Seventh Grade Main Campus
3535 South Futon Avenue
Hapeville, GA 30354
404-767-7730
Fax: 404-767-7706

Hapeville Charter Middle School
8th Grade Academy
6045 Buffington Road – B
College Park, GA 30349
404-941-1040
Fax: 404-767-7706

Hapeville Charter Career Academy
6045 Buffington Road - A
College Park, GA 30349
404-766-0101
Fax: 404-941-1102

Hapeville Charter Middle School and Hapeville Charter Career Academy are both accredited by AdvancED.
Hapeville Charter Schools receive funding through the Federal Title I Program for economically disadvantaged families.
This institution is an equal opportunity provider.

Tax I.D. #72-1552418

Georgia Secretary of State Control #0309121

Georgia Magnet Charter Schools Foundation, Corp. Officers

| | | |
|--|--------------------------|---------|
| Diane Terry CEO 2117 Azalea Circle Decatur, GA 30033 404-636-2758 dterry@hapevillecharter.org | Term expires June, 2017* | Seat #1 |
| Terry Martin CFO 43 Village Court Decatur, GA 30030 267-251-5381 tmartin@hapevillecharter.org | Term expires June, 2017* | Seat #2 |
| Lew Valero Secretary 3335 Northside Drive Hapeville, GA 30354 404-274-2258 lvalero@hapevillecharter.org | Term expires June, 2017* | Seat #3 |

*By-Laws being amended

Board of Director Area Representatives

| | | |
|---|-------------------------|---------|
| Barbara McKee c/o LIFT Community Development, Inc. 3480 E. Main Street College Park, GA 30337 404-762-5600 bmckee@hapevillecharter.org | Term expires June, 2018 | Seat #4 |
| Jocelyn Juhan 546 Oak Drive Hapeville, GA 30354 404-200-4611 jjuhan@hapevillecharter.org | Term expires June, 2017 | Seat #5 |

Parent/Guardian Representatives

| | | |
|---|-------------------------|---------|
| Natasha Williams Stark 2820 Sapphire Street College Park, GA 30349 770-722-0979 nstark@hapevillecharter.org | Term expires June, 2018 | Seat #6 |
| Open | Term expires June, 2017 | Seat #7 |
| Helen Willis 5040 Buckeye Place College Park, GA 30349 404-931-9937 hwillis@hapevillecharter.org | Term Expires June, 2017 | Seat #8 |
| Open | Term expires June, 2018 | Seat #9 |

2016-2017 Hapeville Charter Board Meeting Dates

Wednesday, July 27, 2016, 11:00 am

Hapeville Charter Middle School Sixth/Seventh Grade Building

NOTE: This is the only meeting of the school year that is NOT on a Monday at 5:30 pm

August 8, 2016 – First Day of Classes with Students

Monday, August 29, 2016, 5:30 pm

Hapeville Charter Career Academy - Building A

Monday, September 26, 2016, 5:30 pm

Hapeville Charter Middle School Sixth/Seventh Grade Building

Monday, October 24, 2016, 5:30 pm

Hapeville Charter Career Academy - Building A

Monday, November 14, 2016, 5:30 pm

Hapeville Charter Middle School Sixth/Seventh Grade Building

Monday, January 30, 2017, 5:30 pm

Hapeville Charter Career Academy - Building A

Monday, February 27, 2017, 5:30 pm

Hapeville Charter Middle School Sixth/Seventh Grade Building

Monday, March 27, 2017, 5:30 pm

Hapeville Charter Career Academy - Building A

Monday, April 24, 2017, 5:30 pm

Hapeville Charter Middle School Sixth/Seventh Grade Building

Monday, May 15, 2017, 5:30 pm

Hapeville Charter Career Academy - Building A

May 25, 2017 – Last Day of Classes

*Meeting locations may be modified by Board approval during the school year. Any change of meeting location will be posted on the school websites:

Hapeville Charter Middle School - **hapevillems.org**

Hapeville Charter Career Academy - **hapevillecharter.org**

| |
|---|
| <p>The Hapeville Charter School Board follows the requirements as set forth by the Georgia Open Meetings Act as amended in 2012.</p> |
|---|

Bullet points for discussion at the November 14, 2016 Board Meeting

- Hapeville Charter Schools significant dates and locations
 - o HCCA Baccalaureate – Sunday, May 21, 2017 – Word of Faith Love Center
 - o HCCA Graduation – Tuesday, May 23, 2017 – Georgia International Convention Center
 - o HCMS Eighth Grade Promotion - TBD
- The 2016-2017 School Year marks 13 years that Hapeville Charter has provided tuition-free educational options to families residing within the Fulton County School System.
- HCMS receives five year AdvancED accreditation as of 10/13/2016
- Summary of the HCCA’s Class of 2016

| | |
|--|--------------------------|
| HCCA Class of 2016 | |
| Number of graduates | 150 |
| Total of non-Hope Scholarships awarded to the HCCA Class of 2015 | \$3,413,311 |
| Total of Hope Scholarships awarded to the HCCA Class of 2015 | \$940,000 |
| Number of graduates who received at least one scholarship | 27 |
| Number of graduates eligible for Hope Scholarship | 40 |
| Number of graduates who received an athletic scholarship | 16 |
| Number of graduates who received an academic scholarship | 12 |
| Least amount of scholarship awarded to an individual student | \$1,000 |
| Greatest amount of scholarship awarded to an individual student | \$1,086,225 |
| Average amount awarded to all students combined | \$10,000 per semester |

Additional Notes about HCCA’s Class of 2016:

- Largest Senior Class to graduate from Hapeville Charter Career Academy with 150 graduates
- 40 honor graduates are Georgia HOPE Scholarship recipients
- Over 120 college acceptances including Emory University, Fisk, USC, Howard, FAMU, Virginia Union, West Georgia, Morehouse, Fort Valley, Savannah State, Valdosta State, Lane, Brandeis and the University of Lynchburg
- Student athlete Deja O’Neal receives Volleyball Scholarship to Lane College (a first for HCCA)
- Members of the Class of 2016 are responsible for Hapeville Charter Career Academy to earn an “AP Distinction” in Fulton County for the number and percentage of students completing advance placement courses
- Largest number of football signees (13) in South Fulton County on signing day including schools such as Westlake, Banneker, Tri-Cities and Langston Hughes
- Graduation Rate is 95%

- The Annual Letter of Assurances for the 2016-2017 School Year is posted on the HCMS and HCCA websites. To view,
 - (a) Go to **Hapevillems.org** and/or **Hapevillecharter.org**
 - (b) Click: **ABOUT**
 - (c) Click: **Hapeville Charter School Board** and/or **Foundation Board**
 - (d) Click: **Letter of Assurances for the 2016-2017 School Year**

- Open Meetings Act -
Summary:
http://www.georgialibraries.org/dir_mtg/05_2012/Summary-requirements-GA-open-mtg-act.pdf
Open Meetings – Notice and Agenda
 - Notice must be posted at least one week in advance of regular meetings. Post it at the place of the meeting and on your website and let the press know.
 - Special meetings usually require at least 24 hours notice, though there are special situations where less than 24 hours notice is permitted if the circumstances demand it.
 - Immediately give notice to the “legal organ” for meetings that are not regular meetings.
 - Agendas for meetings should be specific enough to advise the public of the matters expected to come before the agency. Matters outside of the agenda can be addressed if they were not anticipated before the meeting.

Link to the Georgia Open Meetings Act as amended in 2012:

<http://www.gfaf.org/open-meetings-act/>

Board Action Items for November 14, 2016

- 1- Request the Board to review and approve the Fall 2016 HCCA State DOE Annual Report

Enrollment Updates as of November 7, 2016

NOTE: The FCSS allotment is based upon 10 Day Enrollment Count.

Hapeville Charter Middle School

| Grade Level | (Column A) Enrolled in eSchool and/or Accepted | (Column B) Fulton County Forecasted Numbers for 2016-2017 |
|-------------|--|---|
| 6 | 167 | 181 |
| 7 | 139 | 188 |
| 8 | 157 | 179 |
| Special Ed | | 5 |
| Combined | 463 | 553 |

Hapeville Charter Career Academy

| Grade Level | (Column A) Enrollments in eSchool and/or Accepted | (Column B) Fulton County Forecasted Numbers for 2016-2017 |
|-------------|---|---|
| 9 | 190 | 195 |
| 10 | 157 | 190 |
| 11 | 172 | 150 |
| 12 | 152 | 144 |
| Special Ed | | 14 |
| Combined | 671 | 693 |

HCCA “Move On When Ready” Dual Enrollment Program for 2016-2017 at HCCA/Atlanta Technical College

As of November 7, 2016

| Program Name | 9 th Graders | 10 th Graders | 11 th Graders | 12 th Graders | Total |
|-----------------------|-------------------------|--------------------------|--------------------------|----------------------------|-------|
| Automotive Technology | 0 | 4 | 5 | 10 (Completion Dec. 16) | 19 |
| Avionics | 0 | 0 | 0 | 0 | 0 |
| Criminal Justice | 0 | 7 | 16 | 0 | 23 |
| Culinary Arts | 0 | 1 | 12 | 4 | 17 |
| Dental Care Assisting | 0 | 2 | 8 | 0 | 10 |
| Health Care Science | 0 | 4 | 16 | 2 | 22 |
| Total Enrollment | 0 | 18 | 57 | 16 | 91 |

“

FCSS Start Up Charter Checklist SY 16/17

| AREA OF RESPONSIBILITY | CHARTER OBLIGATIONS | DUE DATE | ACCEPTABLE EVIDENCE | FCS CONTACT |
|-----------------------------------|--|--------------|---|---|
| Governance Board | | | | |
| Financial | GB Approval of Budget | July 30 | Copy of Approved GB Minutes (.pdf) | Charter Coordinator |
| Legal | GB Approval of FCS LOA | July 30 | Copy of Signed LOA | Charter Coordinator |
| Financial | End of Year Statements | July 30 | YTD Income/Expense Statement and Balance Sheet (.pdf) | Charter Coordinator; Susan Wright |
| School Improvement Goals | Response to Compliance Report | September 15 | Written Response from GB (See Attached Sample) | Charter Coordinator |
| Operations | Non-Profit Status | August 30 | Copy of Current Certificate (.pdf) | Charter Coordinator |
| Operations | Evidence of SACS/ADvancED Certification | August 30 | Copy of Current Certificate (.pdf) | Charter Coordinator |
| Financial | Insurance | August 30 | Copy of Current Policy Coversheet (.pdf) | Charter Coordinator; |
| Operations | Listing of Current Board Members | September 15 | GB Listing Spreadsheet (See Attached .xlsx) | Lucious Rounsaville; Charter Coordinator; Julie Baldwin |
| Operations | GB Approval of GADOE Report and Academic Form | September 30 | Copy of Approved GB Minutes (.pdf) | Charter Coordinator |
| Financial | Independent Audit | October 1 | Audit (.pdf) | Charter Coordinator; Greta Tinaglia; Susan Wright |
| Safety/Security | Evidence of GB Fingerprinting/Background Check | October 1 | Visual Inspection Records (See Attached Form .pdf) | Charter Coordinator |
| Operations | GB Approval of State of School Address | December 1 | Copy of Approved GB Minutes (.pdf) | Charter Coordinator |
| Principal Responsibilities | | | | |
| Operations | Current Personnel Files | August 30 | Listing of Primary Contact Personnel on "Academics" portal site (screen shot) | Charter Coordinator; Dawn Scullion |
| Safety and Security | Student Code | August 30 | Copy of Student Code (.pdf) | Charter Coordinator; Deana Ingraham |
| Safety and Security | School Safety Plan | August 30 | Copy of state plan approval email notice (pdf) | Charter Coordinator; Paul Hildreth |
| Operations | Submission of GADOE Report and Academic Form | October 1 | GADOE Report (.pdf) | Charter Coordinator |
| School Improvement Goals | State of the School (SOSA) | December 1 | Copy of Presentation (.pdf) | Charter Coordinator |
| Operations | Lottery Video | March 1 | Video Recording in Vimeo | Charter Coordinator |
| Operations | Lottery Results and Wait List | March 1 | Excel Spreadsheet (See Attached .xlsx) | Charter Coordinator; Yngrid Huff |

Recognition of 10 and 10+ Years of Service to Hapeville Charter

The following individuals have dedicated 10 and more years of their professional careers and/or volunteer time as Board representatives to Hapeville Charter:

| Name | Hapeville Charter Position | Years Service |
|---------------------|---|---------------|
| Al Andrews | HCMS Health and Physical Education | 13 |
| Haneefah Banks | HCMS/HCCA School Nutrition Director | 12 |
| Sabrina Barnes | HCMS School Counselor | 11 |
| Mignon Clark | HCMS Front Office Manager | 11 |
| Judi Grubbs | HCMS/HCCA Communications Director | 13 |
| Stacy Henry | Student Achievement Data and Special Education Director | 12 |
| Marcia Lowe | HCMS Principal | 11 |
| Gary Martin | HCMS/HCCA President | 13 |
| Charlene Mott | HCMS School Nutrition | 12 |
| Darrie Nowell | HCMS Assistant Principal | 13 |
| Carla Olsen | HCMS/HCCA Business Manager | 13 |
| Stefanie Orgertrice | HCMS/HCCA Registrar | 13 |
| Jannard Rainey | HCMS/HCCA Principal | 13 |
| Krystal Rainey | HCMS Science/Enrichment Faculty | 13 |
| Jerilyn Robinson | HCMS Math Data Specialist | 11 |
| Dawn Smart | HCMS Health and Physical Education | 11 |
| Jentrell Stembridge | HCMS Reading Faculty | 11 |
| Chris Worley | HCMS/HCCA Human Resources | 10 |

Fulton County School System 2016-2017 Calendar

First Semester

| | |
|----------------------------|---|
| August 2-5 | Preplanning |
| August 8 | First Day of School |
| September 5 | Labor Day (schools closed) |
| October 10 | Columbus Day Holiday (schools closed) |
| October 11 | Professional Development Day (students off) |
| November 8 | Election Day/Teacher Workday (students off) |
| November 21-25 | Thanksgiving Holidays (schools closed) |
| December 22 | Last Day of First Semester |
| December 23 – January 4 | Winter Break (schools closed) |

Second Semester

| | |
|---------------|---|
| January 5 | Teacher Workday (students off) |
| January 6 | Professional Development Day (students off) |
| January 9 | First Day of Second Semester |
| January 16 | Martin Luther King Jr. Holiday (schools closed) |
| February 17 * | Student/Teacher Holiday (schools closed) |
| February 20 | President's Day Holiday (schools closed) |
| March 10 * | Teacher Workday (students off) |
| March 13 | Professional Development Day (students off) |
| April 3-7 | Spring Break (schools closed) |
| May 25 | Last Day of School |
| May 26 * | Post Planning |
| May 29 | Memorial Day Holiday (schools closed) |

* Designated as inclement weather make-up days (if needed)

Hapeville Charter Vision and Mission Statements

VISION

Provide an environment that will excite, inspire and transform classes of students into productive Life Ready individuals capable of, and interested in, working together to enrich their lives and lead future generations.

HOW

- Provide enthusiastic and exciting teaching professionals
- Acknowledge the positive efforts of individuals and teams
- Expose students to diverse societies, career opportunities, arts and leisure activities

MISSION OF HAPEVILLE CHARTER MIDDLE SCHOOL

- **The mission of Hapeville Charter Middle School is to prepare each student within a safe and caring learning environment for successful transition to high school**

MISSION OF HAPEVILLE CHARTER CAREER ACADEMY

- **The mission of Hapeville Charter Career Academy is to provide a challenging and encouraging learning environment which substantially prepares each student for post-secondary plans and the workplace.**