

# 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 Minutes November 14, 2016 at 5:30pm Hapeville Charter Middle School – Sixth/Seventh Grade Campus

The meeting was called to order at 6:00 pm by the CEO.

Names with an asterisk indicate those who were present for the meeting.

Absent: Barbara McKee

No Public Comment

A request for motion to approve the Board Minutes of October 24, 2016 was made with a correction of the meeting start from 5:15pm to 5:45pm .

The motion was seconded and unanimously approved.

**Financial Report**

Terry Martin, CFO, presented the Financial Update to the Board.

	July	August	September	October	
<b>Revenues</b>					
Fulton Cty BOE Funding - MS	\$ 702,652.94	\$ 328,823.17	\$ 321,581.57	\$ 644,052.02	
Fulton Cty BOE Funding - HS	\$ -	\$ 380,194.17	\$ 374,706.97	\$ 749,413.94	
Adjust: Sale of Land			\$ 14,000.00		
<b>Total Revenues</b>	<b>\$ 713,977.49</b>	<b>\$ 805,229.59</b>	<b>\$ 877,653.37</b>	<b>\$ 1,474,194.23</b>	
Total Expenses	\$ 535,294.58	\$ 782,756.69	\$ 801,051.70	\$ 764,353.49	
Total FA / Loan	<u>\$ 24,288.62</u>	<u>\$ 38,945.56</u>	<u>\$ 9,547.12</u>	<u>\$ 26,413.62</u>	
Total Expenses / Assets	\$ 559,583.20	\$ 821,702.25	\$ 810,598.82	\$ 790,767.11	
Monthly Cash Flow	\$ 154,394.29	\$ (16,472.66)	\$ 67,054.55	\$ 683,427.12	
Cumulative Cash Flow	\$ 154,394.29	\$ 137,921.63	\$ 204,976.18	\$ 888,403.30	
				<b>\$ (696,732.98)</b>	Nov FCSS Rev
				<b><u>\$ 191,670.32</u></b>	

- October and November funds from FCSS received in October – backed out Nov FCSS to reflect actual cumulative cash flow
- Showing cumulative cash flow adjustment for receiving July 2016 revenue in June 2016)
- \$14k adjustment in Sept – difference in \$122k sale and \$108k asset valuation

Her presentation included updates with the following areas of operations:

- (1) School Nutrition
- (2) Sports/Athletics
- (3) Field Trips
- (4) Student Activities

NOTE: After a brief discussion, it was decided that the meeting agenda item, 2017-2018 Sports Budget Net Loss Cap, will be moved to February 2017, to be able to capture the revenues and expenses for the Basketball Program.

[The CFO PowerPoint presentation to the Board can be viewed by clicking here.](#)

#### Principals' Reports

Ms. Lowe presented an update which included a review of the three Smart Goals for the 2016-2017 School Year in addition to an update of the Plan of Action, Progress Monitoring, Reading Growth and Student Engagement data for period from August 5, 2016 through November 14, 2016. Her presentation included an update of the grade level goals and achievements.

Note: The HCMS Eighth Grade students were recognized on WSB-TV for their SKYPE session with Ms. Jessica Smith, who is currently based in Kuwait while serving our country. Ms. Smith was an HCMS teacher last school year.

HCMS Boys Volleyball ended the Fall 2016 season undefeated!

[Ms. Lowe's presentation can be viewed by clicking here.](#)

Mr. Rainey reminded the Board of the upcoming State DOE GSAPS Review scheduled on Thursday, December 1, 2016. Information regarding the Georgia GSAPS is found at:

<http://www.gadoe.org/School-Improvement/School-Improvement-Services/Pages/GSAPS.aspx>

*The Georgia School Assessment on Performance Standards (GSAPS) is an onsite assessment of a school's progress toward meeting the Georgia School Performance Standards. The Georgia School Performance Standards are Georgia's standards for schools and describe what Georgia's schools need to know, understand, and be able to do in the same manner that the Georgia Standards of Excellence describe what Georgia's students need to know, understand, and be able to do.*

*The GSAPS is conducted by an experienced team of educators who collect a variety of data from multiple sources (classroom observations, interviews, surveys, focus groups, and assessment documents) to assess the status of a school on each of the standards. Following a GSAPS, a summary meeting is conducted to provide the school with commendations, recommendations, and a rating for each standard in the Georgia School Performance Standards. The results of the GSAPS are used to inform the development and implementation of school improvement initiatives.*

#### **REQUIRED GSAPS**

*Each year the Georgia Department of Education identifies schools that are required to receive a state-led GSAPS. The state GSAPS Team has the primary responsibility to conduct reviews at the identified Priority schools every two to three years.*

The HCCA Social Studies Department has implemented an Economic EOC Boot Camp to better prepare HCCA students for the December EOC assessment.

HCCA is currently piloting Ready-Bank benchmark software.

The HCCA Varsity Football Team (The Hornets!) has successfully completed regular season and is now officially into the State Playoffs (Region 6 AA.)

[Mr. Rainey's presentation can be viewed by clicking here.](#)

#### **Board Action Items for October 24, 2016**

- 1- Request the Board to approve the Fall 2016 HCCA Annual Report to the State DOE  
Motion made, seconded and unanimously approved

### Old Business

Dr. Martin updated the Board of the 100% Tobacco-Free School Policy Enforcement Plan which will include students, faculty, staff, parents/guardians, visitors and contracted personnel. Purchases of State DOE mandated signage will be coordinate with the Business Manager for displays at all three campuses.

### Note regarding Succession Planning Update for Executive Director Position

The Foundation Board is currently in negotiation phase with a candidate for the purpose of Executive Director. The formal announcement to the Board and Community will be made at the January 2017 Board Meeting.

### New Business

Note that as of November 14,2016, there has been no Interim Charter Compliance Report from the Fulton County School System. Andrea Gatewood, the FCSS Charter School Coordinator, attended the meeting and advised the Hapeville Charter School Board that the next Interim Charter Compliance Report would be sent sometime in 2017.

NOTE: The 2016-2017 Hapeville Charter School Board Training requirements include the following:

Helen Willis – 1 hour remaining which will be completed with a face-to-face session with the CEO and CFO focusing on Emergenetics.

Jocelyn Juhan, Barbara McKee and two potential parent representatives will coordinate the required 15 hours of Board Training for new Board representatives with Elisa Falco of the Georgia Charter Schools Association Diane Terry, Terry Martin, Lew Valero, Helen Willis and Natasha Starks will complete the remaining 3 hours on February 4, 2017 with a financial session led by the UGA Carl Vinson Institute of Government.

The meeting was adjourned at 7:35pm.

Submitted by: Gary Martin