



Board Meeting Minutes

October 3rd, 2016

6:00 p.m.

Our mission is to inspire scholars to expect excellence, express excitement, extend education, and experience prep to achieve their dreams for college, career, and life in a competitive global marketplace.

In Attendance: Thomas Parrish, Marcus Whitaker, Ricky Parks, Kelly Shore, Chip Williams, Michael Wiggins and Dewey Clark.

Staff In Attendance: Todd Pipkin, Chaunte Garrett, Tim Everett, Beverly Joyner, Ben Barnes, Richie Mitchell, Gale Parker, Lisa Bulluck, Melody Lynch, Amber Brewer, Debbie King, Rochelle Dunlop and Shaneki Cauble.

Thomas Parrish, Chairman, called the meeting to order at 6:00 p.m.

1. Chairman's Report – Thomas Parrish

- a. Mr. Parrish welcomed all in attendance as well as the new potential board member, Dr. Byrd, to the meeting.
- b. Our academic committee met earlier this month for their first meeting of the school year and will report an update later into the meeting.

2. School Update– Todd Pipkin

- a. Mr. Pipkin asked all administrative staff to give individual area updates.
- b. Ms. Joyner, Elementary School Principal, stated that elementary school was currently at full capacity with 612 scholars and fully staffed with teachers and paraprofessionals. Deans, AP's and Ms. Joyner are pushing into the classroom consistently to review lesson plans, provide support, and ensure great use of paraprofessionals within the classroom.
- c. Mr. Barnes, Middle School Principal, stated that middle school was currently at 336 scholars, which is three scholars below the target number. Middle school has seen a huge change in culture, as they are no longer the top five grades for incidents reported in the educator's handbook. Mr. Parrish requested a percentage of incidents marked this year versus last year. Mr. Barnes reported that we've seen at least a 50% decrease incidents reported. Lastly, Mr. Barnes stated that teachers are doing a great job with lesson plans, collaboration with PLC's, and small group instructional planning.
- d. Mr. Mitchell, High School Principal, stated that high school was currently at 306 scholars, which is four scholars below the target number. High school has had several successful events, such as the SAT/ACT Seminar and Financial Aid Night. Upcoming events include Curriculum Night and college visits. Mr. Mitchell stated that positions were being switched as Ms. Ellis would be taking the open P.E. position and Ms. Ward would be added in place of the Microsoft/IT teaching position.
- e. Ms. Parker, Human Resources Director, stated that all positions available for the 2016-

2017 school year have been filled. We currently have a long-term substitute in high school math that would be starting this week. Ms. McBride and Ms. Parker have begun recruiting for the 2017-2018 school year and have outlined plans for the year ahead. In terms of our ADP TotalSource transition, our benefits have been transferred, our first successful payroll took place in October, time and labor is being finalized now, and our retirement plan from a 403B to 401K will transition in November. Lastly, Ms. Parker has created open pools for substitute teaching and volunteers available on our website.

- f. Ms. Gonzalez, PowerSchool & Data Manager, gave an enrollment update. The first day we had 1,187 scholars and we reached 1,254 by the 20th day of school. Our budget is based on our average attendance of the first 20 days, which was a goal set of 1,251. We will hear back from D.P.I. on October 5th if we have made our projected goal.
- g. Ms. Cauble, Director of Operations, updated the board with on the school's transportation. Based on feedback, one new bus has been added totaling our fleet to 16 buses. Our Child Nutrition paperwork and applications are based on the first 30 days of school. Families are encouraged to fill out paperwork to be qualified for free or reduced lunch. Our new cafeteria has had no effect on the amount of scholars purchasing lunch.
- h. Ms. Boakye, Director of Specialized Services, discussed how 106 scholars have been identified and active within our specialized services program. We currently have 130 total scholars in the system, as some are still transitioning from referrals or moving from previous schools. We will hold a CPR training at our school on October 21st.
- i. Dr. Garrett, Chief Academic Officer, discussed instructional calibrations taking place in order to send consistent messages to staff and provide feedback. Deans and administration has been observing classrooms for instructional feedback. D.P.I. will be coming on Wednesday and will go on a calibration walk with administration. Our school is revisiting SMART goals set in order to meet D.P.I. expectations. Our NWEA testing has been completed and we're currently looking at the data for strengths and weaknesses. Upcoming professional development opportunities for staff include school culture session, lesson planning, grade finalization, and collecting feedback for future development opportunities. Other updates included our McKinney-Vento training for providing support to homeless scholars as well as our recent middle school trip to Manufacturing Day with the Chamber of Commerce.
- j. Ms. White, PTA President, introduced herself as the new president of the PTA. She states that the PTA is working to ensure that they have met state national guidelines. The PTA has recently elected officers and are planning to meet the 1st Tuesday of every month in the cafeteria at 6:00pm.
- k. Mr. Pipkin, Head of School, updated the board that the leadership team is reviewing options for a year round potential schedule. The two options include starting the school year in late August to finish in July as well as starting the school year in late July and finishing mid-May. Mr. Whitaker suggested gaining PTA feedback about this potential change. Mr. Pipkin also discussed new mentoring opportunities with Delta's and AKA's, tutoring options through Dynamic Learning, and upcoming D.P.I training for leadership team. Mr. Pipkin is looking to start a business-education community, if any board members have suggestions or would like to assist please let him know.

3. Other Business

- a. Mr. Whitaker made a motion to go into a closed session to discuss personnel issues, seconded by Chip Williams and unanimously approved.

- b. Mr. Williams made a motion to move from a closed session back into a open session, seconded by Mr. Parks, and unanimously approved.

Mr. Williams made a motion to adjourn, seconded by Mr. Parks and unanimously approved. The meeting adjourned at 7:00p.m.