

DuBois Integrity Academy

Governance Board Meeting

Monday April 13, 2015
6449 Church Street/Annex Building
Riverdale, Ga. 30274
6:30p.m.

Meeting Minutes

- + Roll call of Board Members to establish a Quorum (All Present)
- + Motion to call meeting to order (1st Attorney Mack, 2nd B. Culver)
- + Meeting called to order (6:35PM)
- + Motion to approve Agenda (1st Attorney Mack, 2nd B. Culver)
- + Vote to approve Agenda (All in Favor)
- + Motion to approve previous minutes (1st B. Culver, 2nd C. Merritt)
- + Vote to approve previous minutes (All in Favor with 1 extension Atty. Mack was not present)
- + Executive Director Update
 - 1st Candidate for the Board Member and Parent Nelson Barnes, Clayton County resident, single father, Military Disabled, technical background, Insurance Agent, very flexible, resume will be received this week.
 - 2nd Candidate Neva Franklin, Master of Social Work, she was recommended by the State Board of in Education, currently works as a Social Worker in Dekalb County, resume on hand.
- + Student Count Update
 - 450 Students have turned in the committal form
 - Open process due to some committal forms not turned in
 - The deadline is April 20th, 2015
 - Possible 200 to 300 on the waiting list
 - Uniforms are in order
 - If debit card is not available parents can pay with a money order
 - Indianapolis Tax is being applied to assist with cost 1% less than Georgia tax
 - Specific measurements for the skirt length to be written in the uniform policy
 - Specific hair cuts/style to be written in the policy

- Immunization form must be up to date it can not be over 1 year old. A waiver must be signed if a parent chooses not to immunize their child/children

Note: Request by Executive Director for Madame Chair to amend the agenda for the class level. Concerns by Dr. Payne there may be an issue filling the third 5th grade class, due to parents not wanting to move their children unless DuBois Integrity Academy will be able to go into Middle School.

✚ Student Registration Process

- Wonderful turn out
- Great feedback from the Teachers that attended
- Packets were accepted the same day

✚ DuBois Charter School Consortium Update

- Dr. Liddell is available as a trainer
- New multi facet copier in the administration office
- STEM curriculum is currently under evaluation by Dr. Herrington
- Office furniture, tablets, projector to be ordered

✚ Facilities Update

- Building is on schedule, an update call is every Tuesday at 3:00 p.m.
- Over flow campus at the church, agreed to allow DuBois to utilize the facility for \$13k a month. There are repairs the City is requiring the church to make to bring the second floor up to code. The repair cost is \$10k, and \$3k will go towards utilities

✚ Budgeting Process Update

- Budget should be finalized at the June meeting
- Currently right in the middle of the budget
- Title One letter met the deadline on April 1, 2015

Noted: Executive Session discussed Personnel Issues, no vote Attorney Mack Motioned to come out of session (All in favor)

✚ Policy Development Plan

- Policy manual have been purchased
- Will be amended for DIA
- Policies in place Lottery, Sexual Harassment, Drug and Uniform
- Boa is reviewing with Executive Director Cason
- Policies completed will be e-mailed

✚ Principle Update

- Parents receptive to school hours
- Fall and Winter breaks are the same as the county with the exception of 2 day incentive for Teachers for committing to DIA
- School will start at 8:00 a.m., drop off between 7:30 a.m. to 7:50 a.m. late after 8:00 a.m.
- Before care 6:30 a.m. to 7:30 a.m.
- Pick up between 3:00 p.m. to 3:15 p.m., after 3:15p.m. the parent will be charged after school fee
- After care 3:15 p.m. to 6:30 p.m.

✚ Teacher Hiring Update

- Have 4 or 5 classrooms to hire for
- Two Special Education, have spoken with one that has dual credentials
- Total 6 Para Professionals, need 2 more
- S.T.E.M. training was requested by DIA Teachers to be held in the first week of June
- Dr. Herrington is currently looking at the training facility (TBD)
- Teachers dress code to be added to DIA policy

✚ Board Considerations (request for motion)

1. Approval of Administrator/Teachers Salary Cap adjustments
 - Cap for budget need to be raised from \$1.5 to \$1.56 to include salaries for DIA staff including Principles Salary (All in Favor with 1 apposed)
2. Approval of Teacher Contract Offers based on Principal Recommendation
 - On line drug test through Concentra that can be reviewed on line. Hiring is contingent on drug test, the results will not be housed in DIA files
 - Contracts to be signed by Board

✚ Motion in order

- Attorney Mack motioned to remove Administrator from item #1 (All in favor)
- Delete one 5th grade class and add an additional 3rd grade class based on the Principles recommendation (All in favor)

Meeting adjourned at 8:47 p.m.