

DuBois Integrity Academy
Governance Board Meeting
Tuesday, May 26, 2020
DIA Board Meeting/Open Budget Hearing
VIA ZOOM
6:30pm

MINUTES

- ✚ **Roll Call:** Mr. Culver, Attorney Mack, Col. Morris, Mrs. Ross, Mr. Mitchell, Mr. Merritt, Ms. Lewis
 - ✚ **Meeting Called to Order:** 6:39 pm
 - ✚ **Approval of Agenda:** Motioned to approve the agenda made by Attorney Mack, 2nd by Mr. Merritt. The motion was carried unanimously.
 - ✚ **Approval of Previous Minutes:** Motioned to approve the minutes made by Attorney Mack, 2nd by Mr. Merritt. The motion was carried unanimously.
 - ✚ **Financial Report:**
 1. **YTD Reports** Felicia Johnson, CFO gave an overview of the financials and YTD budget. Mr. Merritt asked about how the PPP funds would properly be booked and stated it should be booked as a liability until they were forgiven.
 - ✚ **Official Open Hearing #1:** Open Hearing for Budget began at 7:05pm.
 1. **FY20 Budget Amendment** Mr. Cason gave an overview of amended FY20 Budget.
 2. **FY21 Budget** Mr. Cason gave overview of FY21 Budget for Revenue based on a 14% anticipated reduction from the FY20 allotment. Dr. Payne and Curriculum Coaches, Ms. Davis and Dr. Mack addressed the Curriculum Budget for FY21 and Dr. Worrell spoke on Title funds. Col. Morris asked what 200 seats represented on the Jigsaw line item. Mr. Cason explained that the Curriculum team worked out a schedule for students to log on so that not everyone was live at one time. Mr. Cason discussed additional budget items such as no raises, reduction in main campus lease, reduction in satellite campus lease, and curriculum savings to help with 14% reduction. Mr. Cason also discussed a Trinet Tax Credit. Mr. Merritt stated it should be placed in the budget under other. Mr. Merritt suggested giving teachers a 1% to 1.2% bonus in a separate check.
- Open hearing closed by Board Chair at 7:59pm.
- ✚ **Executive Director/Principal Report:** Mr. Cason provided an overview of end of year activities.
 1. **Virtual Learning** Dr. Payne stated that we went into March with over 90% of our students participating in virtual learning and we ended with over 90% of our students participating. They finished strong and the teachers kept it engaging. Dr. Stephanie Payne provided Virtual Training updates including plans for summer training and plans for the upcoming school year; this includes working with Clayton County Public Schools. Leaders will begin preparations for virtual training with their teams during the summer months.

2. **End of Year Promotion Ceremonies** Dr. Payne provided a synopsis of the end of year activities, including the Moving On Ceremonies for the Kindergarteners and 5th Graders. Ms. Reid played video clips and displayed pictures from the events.
 3. **Summer Preparations Updates** Mr. Cason gave summary of the work which will begin. Work on the elevator in the main campus will begin within ten days. Attorney Mack reviewed the contract for the ionization to begin and that work will begin in June.
- ✚ **Old Business:** Mr. Cason provided an update on the Paycheck Protection Plan Loan, Tax Credits to be received for the next 5 years and the expected date for closing on Loan for the school facility as June 30, 2020.
 - ✚ **New Business:** Mrs. Ware introduced the changes to the Credit Card Policy based on recommendations by the SCSC. Adoption of changes will allow DIA to receive partial credit for their Monitoring Visit. This included amendment to pages 6 & 7 (*additions of letters H & I*) of the current Financial and Procedures Policy.
 1. **Amend Financial Credit Card Procedure (Financial Policy (Action Required))** Motioned to approve the amendment to the Financial Policy and Procedures with the recommended Credit Card Policy changes made by Attorney Mack, 2nd by Mr. Merritt. The motion was carried unanimously.
- ✚ **Public Comments:** No comments
 - ✚ **Board Questions & Comments:** Board members congratulated Dr. Payne, the Leadership Team and staff on a job well done for the year, particularly given changes and challenges presented due to the Coronavirus Pandemic.
 - ✚ **Meeting Adjourned:** 8:36pm