



### **Meeting Minutes: September 21, 2017**

The regular monthly meeting of Northside Education Inc. dba Atlanta Classical Academy was held on September 21, 2017 at 6 p.m. at Atlanta Classical Academy, 3260 Northside Drive, N.W., Atlanta, GA 30327, the Board Chair being in the chair and the Secretary being present.

In attendance: Board Chair Matthew Kirby, Dr. Lee Friedman, Scott Yates, Cat McAfee, Amanda Kresch and Principal Steve Lambert. With a majority of the directors in office in attendance, a quorum was established for the transaction of business.

The board unanimously approved the minutes of the August 17, 2017 regular board meeting.

*The motion is to amend the agenda of this meeting to insert as VII.a "Executive brief on Atlanta Classical's FY17 audit, Karen Grosvenor, Brooks McGinnis & Company".*

Moved: Mr. Kirby  
Second: Mr. Yates  
Vote: Unanimous approval

*The motion is to approve the September 21<sup>st</sup> agenda as amended.*

Moved: Mr. Kirby  
Second: Mr. Yates  
Vote: Unanimous approval

### **Community Comments**

There were no comments from members of the community.

### **Board Chair's Report**

- a. The Chairman welcomed directors and attendees and reviewed the mission statement of Atlanta Classical Academy and mission of the Board.
- b. The Chairman presented as training the Governing Process Policies 3.c and 3.c.1-4 (Delegation to the Principal).

### **Principal's Report:**

- a. Mr. Lambert reviewed general health of the school and reported that the staff is ready to engage "like never before" to provide student services and support. To date, Mr. Lambert has completed 141 in-person reviews of teacher performance and is pleased with observations.

- b. Mr. Lambert invited Mr. Franklin, Fine Arts Director, to present his plans to expand Fine Arts programming at ACA “to serve [ACA] students and enrich its community.” Mr. Franklin noted that he is using ACA’s sports programs as a template for progress and has already improved ACA’s Fine Arts programming to-date. Recent milestones include: A successful faculty recital with standing-room-only; 41 students participating in keyboard lessons; 13 students participating in Strings with another five on a waitlist (“building blocks of a future orchestra program”); Intermediate Art class currently focused on mixed media; plans for students to present their artwork at school performances in an open-gallery format; nine students participating in the Intermediate Dance ensemble; eight students participating in honors choir, auditioning for All-state honors, and competing in GHSA competition in February; and creation of Thespians drama program for both lower and upper school. A faculty lecture series begins October 12<sup>th</sup> for the community at large.
- c. Mr. Lambert invited Mr. Richter to report on preparedness for and effects of Hurricane Irma. Mr. Richter reported that ACA was ready before the storm to determine and communicate whether school would close. Mr. Richter stayed in contact with APS throughout the storm and ACA decided to close on Monday the 11<sup>th</sup>. On Tuesday, with power still out, Mr. Richter contacted GA Power and was able to work directly with on-site crew management to coordinate power reinstatement. ACA reopened on Wednesday the 13<sup>th</sup>.
- d. Mr. Lambert invited Mr. Greer to report on his and Ms. Dollacker’s trip to the convention for NACAC (National Association of College Admissions Counselors). The annual convention is attended by admissions counselors and college guidance professionals. Mr. Greer and Ms. Dollacker attended workshops on admissions guidance and receptions hosted by Brandeis, Tulane, GWU, and “The Big 10.” Their attendance at NACAC resulted in six schools committing to ACA visits and a request to be on the public school committee of the SACAC (Southern Association of College Admissions Counselors) convention in New Orleans next Spring.

**Treasurer’s Report**

- a. *The Treasurer reported that he has reviewed the June 2017 financial statements which were requested at the August 17<sup>th</sup> meeting and prepared by the principal, confirmed account balances, and noted no unusual circumstances. He noted they are subject to change based on the upcoming audit.*
- b. *The Treasurer reported that he has reviewed the August 2017 financial statements prepared by the principal, confirmed account balances, and noted no unusual circumstances.*

**New Business**

*The motion is to receive the compliance certificates as prepared by the principal and the lenders receipt of the same.*

Moved: Mr. Kirby  
 Second: Mr. Yates  
 Vote: Unanimous approval

*The motion is to receive principals report on 1.a., 1.a.1-4, 1.a.11 and to note that these policies were updated on August 17, 2017; current Ends policies are scheduled for the Board’s review in October 2017.*

Moved: Mr. Kirby  
 Second: Ms. McAfee

Vote: Unanimous approval

The motion is to require the principal to report on Policy 2.c and below (budgeting) at the October 2017 regular meeting.

Moved: Mr. Kirby  
Second: Mr. Yates  
Vote: Unanimous approval

*Monitoring reports*

Policy	Motion to affirm that the CEO has presented a reasonable interpretation of the policy.	Second/ Vote	Motion to affirm that the evidence presented by the CEO demonstrates accomplishment of the interpretation.	Second/ Vote
2.d.1-2 2.f.1-3, 5-13	Kirby	McAfee / Unanimous approval	Kirby	Yates
2.f	Kirby	McAfee / 4 – 1 (Yates votes nay)	Kirby moves to defer this affirmation.	Yates / Unanimous approval

*The motion is to defer the review of policy 2.f.4 until October.*

Moved: Mr. Yates  
Second: Ms. McAfee  
Vote: Unanimous approval

*The motion is for the board to add to its October agenda a review and potential revision of policies 2.f. and 2.k.1.*

Moved: Mr. Yates  
Second: Ms. McAfee  
Vote: Unanimous approval

The Chairman invited auditor Karen Grosvenor of Brooks, McGinnis & Company, LLC to present the “Annual financial report for the year ended June 30, 2017.” Ms. Grosvenor reported a clean audit. Ms. Grosvenor recommended a Form 990 become publicly available on Guidestar and potentially the ACA website.

*The motion is to approve the FY 2017 financial audit as prepared by Brooks, McGinnis & Company.*

Moved: Mr. Yates  
Second: Ms. McAfee  
Vote: Unanimous approval

Treasurer Mr. Yates reported that the audit committee is searching for a non- director audit committee member and has received interest from parents. Mr. Yates intends to bring candidates to the board for approval in October.

*The motion is to move the audit committees quarterly review listed in Policy 4.i.4 to November.*

Moved: Mr. Kirby  
Second: Mr. Yates  
Vote: Unanimous approval

*The motion is to modify the frequency and month of review of 4.i.4 to three times per year to be reviewed in October, January, and April.*

Moved: Mr. Kirby  
Second: Mr. Yates  
Vote: Unanimous

*The motion is to appoint the Treasurer Mr. Yates and Mrs. Kresch to the audit committee and allow Mr. Yates to appoint a community member to the committee for FY18 to be ratified in October.*

Moved: Mr. Kirby  
Second: Mr. Yates  
Vote: Unanimous

The Chairman discussed potential measures to improve diversity to meet ACA's original charter agreement diversity predictions. Potential measures included a weighted lottery with categories and weights to be determined by the ACA board. The Chairman intends to research options and processes to make ACA accessible to APS's diverse student populace.

#### **Executive Session**

The board did not enter an executive session.

At approximately 8:30p.m., the Chairman adjourned the meeting.

Respectfully submitted,

Amanda Kresch, Board Secretary