SOS ACADEMY CHARTER MIDDLE SCHOOL
GOVERNANCE BOARD MEETING

Thursday May 2, 2019

A G E N D A

I. CALL TO ORDER/VERIFICATION OF QUORUM

The meeting was called to order by Chair Marva Salary at 6:10 pm.

II. WELCOME/PRAYER/PLEDGE OF ALLEGIANCE

III. APPROVAL OF 2-21-2019 MINUTES

MOTION

It was 1st moved by Linda Lewis and properly 2nd by LaToya Shelton-Williams to approve 2-21-19 minutes. Motion carried.

IV. ANNOUNCEMENTS/PRESENTATIONS/INTRODUCTIONS

A. Memorial Day Holiday Break (Monday, May 27th)

B. 8th Grade Graduation, Tuesday, May 28, 2019 @ 10:00am

Board members were invited to attend the 8th grade graduation

C. Annual Awards Day, Wednesday, May 22 @ 10:00am

D. Last day of School Friday, May 31,2019 @ 12:00pm

V. PUBLIC INPUT – N/A

VI. COMMENTS FROM PARENT ORGANIZATIONS – Dr. Sharolyn Price

A. EOY Title I Audit Full Compliance

Dr. Price met with Ms. Claire Johnson from the Title I Parent and Family Engagement on Tuesday, April 30th for the End of the Year Compliance. Ms. Johnson checked the purchased inventory list and requested a copy. She said she noticed that we have been uploading the necessary documents and I informed her that I had a few more items to upload before completion.

VII. OLD BUSINESS

A. Security Plan Update – No treats this month

Director Mills met with the assigned security officer with law enforcement to review the school's security plan. The officer wanted to make sure that staff recognizes the different types of threats that could happen with staff, students, parents or any stakeholder, which also include more serious threats such as threatening suicide, carrying or use of a weapon, gangs, etc. He commended SOS Academy for not calling them for minor issues that should be handled by school personnel not JSO; he stated many schools, not just Charter's call them for situations that they have no authority in handling. Director Mills also commended teachers and administrative staff for handling many of the daily issues with students and parents.

SOS Academy's Security Threat Team includes the following staff members:

Director Mills-Principal, Kaye Hill-Bookkeeper, Stacey Mobley, Sharolyn Price, Warren Reed and Edin Tokic and LaPrince Campbell.

VIII. NEW BUSINESS – Ms. Mills

A. New Telephone System (3 quotes)

We received 3 telephone bids for anew telephone system:

1. AT&T – for an entire new system - $17,528.51. AT&T Maintenance: $928/year (optional)- includes all time, materials and AT&T Truck rolls for any repair.
2. Skybox Systems Corporation, Jay E. Wilson – **Bid #1** – new phone system with **new** phones – 1 year manufacturers warranty) $15,240.00.
3. Skybox Systems Corporation, Jay E. Wilson – **Bid #2** – estimate for a new system with **refurbished** phones – (2 year distributors warranty) - $12,840.00.

Director Mills along with other staff members, met with Mr. Wilson from Skybox who is also SOS Academy's Information Technology vendor. In the meeting Mr. Wilson mentioned that he spoke with Comcast regarding revamping the communications service. Currently SOS Academy has a contract with AT&T for telephone lines/internet and Comcast provide the internet also. Mr. Wilson suggested instead of having both AT&T and Comcast providing services, to switch everything over to Comcast Business that would create a savings of almost $800.00. The services would be changed from what we have now which is PRI (Primary Rate Interface) digital connection and moving to Comcast analog lines.

Director Mills recommended selecting **Bid #2** from Skybox Systems Corporation, for a **new** system with **refurbished** phones – (2 year distributor warranty) at $12,840.00.

She also recommends moving the telephone lines and internet service to only Comcast, rather than having both Comcast and AT&T. Skybox System is willing to accept a down payment of $6,840 and spread the rest of the payments ($6,000) over 6 months.

B. Teacher Appreciation Week May 6 thru May 10th

IX. DIRECTOR'S/PRINCIPAL'S REPORT – Ms. Genell Mills

A. FSA Mode School-Wide until May 22, 2019

First day of testing for 6th graders was Tuesday, April 2, 2019, which was a paper based. Nine-six (96%) of students were present.

B. EOY Spring 2019 Charter School Visit was in Full Compliance

Director Mills was very pleased that the school received full compliance from the District.

X. CURRICULUM DIRECTOR'S REPORT – Dr. Austrai Bradley

A. EOY Review, Curriculum & Instructional and Reading/Math Baseline Report

Dr. Bradley said students are in test mode until May 21st. Teachers are focused on target tutoring in which they pull their L-25 students and work with them approximately twenty-five minutes. She reiterated that we must test 95% of students or we will not receive a grade.

B. 6th Grade Team Report
Dr. Bradley said no information is available until after testing.

XI. CONSULTANT'S REPORT – Dr. James Young (Turnaround Solutions Inc.)

A. Will provide Staff barbecue on Wednesday, May 8, 2019 2:30pm – 4:30pm

XII. DEAN OF STUDENT – Ms. Stacey Mobley

A. **EOY** 8TH Grade Team, School Discipline, Transportation, and Health & Welfare Reports

Ms. Mobley said discipline is down due to testing. Ms. Mobley attended discipline training at Dupont Middle. Schools were instructed on how to complete forms for security and using the correct security codes. There were no major changes to the Student Code of Conduct.

<u>8th Grade Activities</u>

➔ End-of-the-Year Madi Gras Dance, Saturday, May 18th, 6:00 – 10:00 pm
➔ May 20th – May 24th – Senior Week.
- Monday – Western Day
- Tuesday – Sport/ Team Jersey
- Wednesday – 90's
- Thursday – Wacky Tacky
- Friday – Cartoon Character

➔ FSA Pep Rally was on Tuesday April 30th – students had a great time. Unfortunately, Ms. Mobley the 8th grade administrator slipped on a rug and broke her arm during this event.

B. **54 sixth graders**; **57 seventh graders** and **55 eighth graders** = **<u>Current Total of 169</u>**
Our Target is 175 to 200

XIII. READING COACH & PROFESSIONAL DEVELOPMENT – Ms. Shirlene Scott

A. EOY School Professional Development & Reading Reports

All teachers have completed the requirement for Fall 2018 PLC's and at the end of May they will have completed the PLC's for2019. Board members were able to review the professional development book with PLC agenda/meetings and minutes for 6th, 7th, and 8th grade as well as content area PLC's.

Teacher Recertification Renewals:

Three(3) teachers had to be recertified – Scott, Somu and Harmon. Mrs. Scott and Mrs. Somu have received their certification for the next five years however Ms. Harmon is still working on her recertification. All information is due June 30, 2019.

Reading – Mrs. Scott mentioned that 6th and 8th grade completed FSA, Part 2 today. It went well. Ms. Scott said that she is very confident that there will be a boost in reading scores. Students and teachers worked diligently in using different strategies. Seventh grade will begin and end reading FSA May 13th and 14th. Reading teachers targeted the L-25 students in which some students stayed after school.

Students will do novel studies and have debates in Civics. Ms. Scott stressed the importance of continuing with academic studies after testing.

B. 7th Grade Team Report

- 10 A/B Honor Roll students

XIV. District office – subheadings that may need to be approved by SOS Board:

1. Approval for Contract arrangements/Policy & Procedures – N/A
2. Approval for Purchases that should appear on fixed assist list
   a. New Telephone System

MOTION

It was 1st moved by Linda Lewis and properly 2nd by Frederick McClendon to move forward with selecting Bid #2 from Skybox Systems Corporation to submit a contract, for a **new** system with **refurbished** phones – (2 year distributor warranty) at $12,840.00. This information will be resubmitted to the board to review for a final approval after receiving contract from Skybox. Motion carried

Skybox will work with Comcast to move the telephone lines and internet service to using only Comcast, rather than having both Comcast and AT&T. In doing so, this will cause a reduction in the monthly bill.

3. Approval for asset disposals – N/A
4. Approval for professional & H.R. Services – N/A
5. Approval of Business /Legal Services/Report – N/A

6. **Approval for Financial Activities Report: Ms. Kaye Hill (absent due to family emergency, the following reports were presented for discussion in her absence)**
   a. Monthly Financial Report (Qtr. 3 Jan-March 2019) Total 3rd quarter equity of school ended with a surplus of $55,274.00
   b. Discussion of audited financial statements for fiscal year ending June 30,2019; Vidal CPA, LLC is working on getting the engagement letter for audit to the school within the next couple of weeks.

7. Facility/Security Report – N/A

8. Extra-Curricular Activities/Athletics (Ms. Mobley) – activities mentioned in Section XII-A.

9. Board Information/Activities
   a. Resignation forthcoming of Bobby Orange. He has relocated to Georgia.

XV. MOTION TO ADJOURN

Meeting adjourned at 6:10 pm. 1st motion made by Frederick McClendon and 2nd by LaToya Shelton-Williams. Motion carried, meeting adjourned.

2018 – 2019 School Motto

"Still Raising the Standard of Excellence"

SOS ACADEMY IS

Starting Strong
Staying Strong
Finishing Strong