

**GEORGIA CYBER ACADEMY**  
**BOARD OF DIRECTORS MEETING**

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**DATE:** February 18, 2015, (Wednesday)  
**TIME:** 7:00 PM-8:30PM  
**LOCATION:** Robbins Law Offices: 999 Peachtree Street NE Suite 1120 Atlanta, GA 30309;  
 Conference Call: 1 (888) 824-5783 Passcode: 55777021#

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**Board Attendees:** Ryan Mahoney, Angela Lassetter, Erica Sitkoff, Jeff Gates, Jemellah Coes, Janet Webber (phone)

**Other attendees:** Veronica Clemons (GCA Deputy Head of School), Kristen Blanda (GCA Academic Administrator), Allison Yawn (GCA Operations Manager), Lawanna Twaites by phone (GCA Title 1 Director) , Kris Parker by phone (GCA Curriculum & Instruction), Vincent Russo, Board Counsel

**Absences:** Christine Ries, Christy Thomas

**Call to order** - 7:31 pm

**Actions:**

<b>Action</b>	<b>Motion</b>	<b>Second</b>	<b>Vote</b>
Approve previous month's minutes	Angela Lassetter	Jeff Gates	Unanimous Approval
Title 1 Parent Involvement Plan	Angela Lassetter	Erica Sitkoff	Unanimous Approval
Inventory Processes & Procedures	Angela Lassetter	Erica Sitkoff	Unanimous Approval
Title 1 Budget	Angela Lassetter	Erica Sitkoff	Unanimous Approval
Cantey Testing Contract	Angela Lassetter	Erica Sitkoff	Unanimous Approval with date amendment
<i>Fraud/Waste/Abuse Policy</i>	Email vote		Unanimous approval via email

			2/24
<i>Complaint Procedure</i>	Email vote		Unanimous approval via email 2/24
Adjourn at 9:13 pm	Angela Lassetter	Erica Sitkoff	Unanimous approval

**Follow-Up Items:**

- Board Chair requests top 2 to 3 resumes submitted for Board Liaison position
- Enrollment and Withdrawal (with reasons/ by grade) data to be presented from start of 14-15 SY to date on monthly occurrence
- Place Communications/Marketing position in next budget cycle for consideration
- Board expects future action items will be presented to full board well in advance
- Actions for pending policies/procedures:
  - *Students per Teacher Policy* – place with Academic Oversight Committee for review
- Strategic Plan Review:
  - Annual Training Plan in process
  - Website should be responsive to Board items, as well as Board Member introductions
  - Financial Committee to develop oversight tools for fiscal health
  - Educational Management Organization (EMO) Oversight evaluation tool search by Angela Lassetter
  - Academic Oversight Committee to target academic performance and opportunities
  - Board requests teacher satisfaction survey
  - Board requests a copy of School Improvement Plan (SIP)
  - Board Self –Evaluation by June 30, 2015
- March Board Meeting presentation of Class Connect overview (teacher/student interaction and textbooks) spearheaded by Angela Lassetter

- All current Board Members to search for new Board Candidates. New Board Member will be asked to focus on Communications
- Head of School (HOS) performance evaluation tool search by Angela Lassetter, as HOS operates in a role similar to a school superintendent; therefore, Leader Keys Effectiveness System (LKES) will not be evaluating tool
- Board Governance Committee Meetings scheduled for 6:00 pm before each Board Meeting
- All Board Committees to establish regular meeting schedules and all Board Committees to send meeting invites to all Board Members, not just committee members
- Next Board Meeting: March 18, 2015

## AGENDA

- Review and Approve Previous Minutes
  - Head of School Report
  - Committee Reports (including Items for information and Action)
    - Communications
    - Governance
      - Board Development Update
      - Items for Information:
        - 2015-2016 School Calendar
      - Items for Action:
        - Title I Parent Involvement Plan
        - Fraud/Waste/Abuse Policy
        - Complaint Procedure
        - Inventory Processes & Procedures
        - Students per Teacher Policy
        - Title I Budget
    - Finance
    - Academic Oversight
  - Item for Action:
    - Cantey Testing Contract for Approval
  - Board Development: Strategic Plan Review
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- Commission Governance Training Sharing
  - Other Board Discussion
  - Public Comment (if time allows)
  - Confirm next Meeting Date/Time/Board Development Topic
  - Adjourn