



Amana Academy Meeting Minutes

Date:	October 27, 2007										
Location:	School Activity Room										
Subject:	October 2007 School Governing Board Meeting										
Written By:	Karen Helz	Written Date:	October 29, 2007								
Attendees:	<table border="0"> <tr> <td style="padding-right: 10px;">Board</td> <td>Maher Budeir, Pam Holloway, Tahir Qazi, Russ Thomas, Nada Diab</td> </tr> <tr> <td>Administration</td> <td>Amaris Mohler</td> </tr> <tr> <td>Staff/Parents</td> <td></td> </tr> <tr> <td>Parents/Community</td> <td></td> </tr> </table>			Board	Maher Budeir, Pam Holloway, Tahir Qazi, Russ Thomas, Nada Diab	Administration	Amaris Mohler	Staff/Parents		Parents/Community	
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Item No.	Item Description	Action By	Complete By
1.	Supporting School Administration		
1.1	Principal's Report: <ul style="list-style-type: none"> • Intervention and First grade are areas of high need (if more funds become available). • Enrollment at the 10-day FTE was 377, and is currently at 364, with 292 in the elementary and 72 in the middle school. • Parents not picking up their children by 3:15 PM and those dropping them off before 7:30 AM will be addressed in the Captain's Log. • Computers in the elementary classrooms should be up and running in the next week or two. • There is a new company cleaning at night in an effort to improve the quality of the cleaning services. (Same company as before for the daytime.) • Electricity has been costing 5 to 6 thousand a month so hoping cooler weather will help, but then the heat and gas bill will kick in. • Amaris is trying to catch up with teacher observation. The areas that have been identified as the greatest needs for staff development are: EL, differentiation, and classroom management. • Parent/staff communication will probably go to an every two-week newsletter for the class newsletters and Captain's Log. Also, most families are now able to get these e-mailed, but there are some families who have not given the school e-mail addresses, or at least up to date ones. Also, there are plans to update the website. 		

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1.1	Principal's Report (continued) <ul style="list-style-type: none"> • We are now an O Ambassador school!! This is an opportunity to give our middle school to study and focus on global issues such as world hunger. • This Thursday at 6:30 there will another meeting in the multi-purpose room to continue the discussion of the Amana Academy parent organization. 		
1.2	Financial Report: <ul style="list-style-type: none"> • The balance sheet reflect the position we were projected to be in. Cash flow outlook should improve from this point on. • There will be another round of budget meetings with Fulton County on Nov. 9th. • The \$140,000 grant was for facilities. Other grants have been applied for (although none this large.) 		
1.3	Overnight Field Study –Action: The proposed package is not complete. No Board action needed at this time.		
2.	Governance		
2.1	Amana's Annual Goals for this school year 2007/2008 are: <ul style="list-style-type: none"> • Jump Start Policy Development and complete Strategic Plan • Develop, implement and disseminate Arabic Curriculum <ul style="list-style-type: none"> - Write curriculum for grades 2 – 5. - Engage the county in a dialog to ensure that Arabic is offered in grades 9-12. - Establish public relations that highlight and communicate in a positive light the Arabic program to the community at large. • EL Best Practices <ul style="list-style-type: none"> - Learning Expeditions - Active Pedagogy - Culture and Character • Enhance the Communication with parents and all stakeholders <ul style="list-style-type: none"> - Board Communication Plan - Administration Communication Enhancements • Development of a new Facility <ul style="list-style-type: none"> - Select Site - Develop Community Awareness of the importance of "building Green" - Select Teams of professional for the design and complete the Charrette 		

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2.2	Board Member Selection to replace Darryl Brown whose children are no longer in the school: Based on the Charter, the Board Chair may select a parent to serve the remaining of the term of the departing member. However, the Board will seek community input before filling this position. The Board will seek nominations from community members. Staff and parents can nominate, but the candidate must be a parent of a current Amana Academy student, and not currently employed by Amana. Amana's Charter does not encourage self nominations. The Board will issue a communication to seek nominations in the next few weeks. The goal is to have a member selected to replace Darryl by next Board meeting.	Maher	Nov.15, 2007
2.3	<p>Policy Development Update:</p> <p>Policy development was defined as an area of need and one of the main goals for the current year. Will start with the most needed from operational view point. The first consideration is to adopt FCS existing policy on the specific topic. In most cases, the process will include a first draft and an opportunity for community input.</p>	Board	On-going
2.4	<p>Communication Plan:</p> <ul style="list-style-type: none"> • Continue Open Board Meetings • Direct emails to parents and staff • Meeting with staff at least once a month. • Casual meeting with groups of parents (by grade) once a month. • Continue working with Authorizers (FCS and State Board) • Communication with Municipal government and other partners • Communication with other Partners and key community members. • Web page. 	Board	On-going
3.	Fund Raising		
3.1	<p>Annual Fund: The annual fundraising has begun and the main point emphasized was that the goal is 100% participation rather attaining a certain amount of money-of course, the more money the better, but everyone participating is the most important aspect. Nov. 16th is the deadline for pledging-the actual money can be paid in installments over time.</p>	Nada	Nov. 30, 2007
3.2	<p>Business Fund Raising Crew has begun to plan to ask businesses for contributions either of goods and services or money. If anyone knows of a business that might be interested, please let the Board know. Currently it has been suggested that the money they get could be used for new flooring in the hallways, Arabic language resources, and a science lab.</p>		

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3.3	Grants: <ul style="list-style-type: none"> • Received an Award <ul style="list-style-type: none"> - Facility Grant GA DOE \$140,000 - Keep Ga. Beautiful \$500 • Applied for <ul style="list-style-type: none"> - Atlanta Foundation \$37,000 - Hometown Helper \$4,335 - Best Buy \$2,000 & \$10,000 - Interface \$500 • On the Radar <ul style="list-style-type: none"> - Target Field Study Grant, Toolbox for Education, Braitmayer Foundation, EPA Region 4 	Andrea	Nov. 30, 2007
3.4	Friends of Amana <ul style="list-style-type: none"> • Fund Raising Crew Recommends Scaling Down. • Connecting with existing "Friend" is the primary goal. • Board agreed with the recommended scaled-down event. Further discussion will take place in January. 	Board	January Board Meeting
4.	Long-term strategic issues		
4.1	Strategic Plan: Crews are implementing the action plans as set out in the strategic plan. The crew will submit the plan for the Board for review. It will also make the plan available to all interested community members. The Goal is to have the plan ready for a Board vote by the November Board meeting.	Tahir, Strategic Planning Crew, Board	Nov. 30, 2007
4.2	Charter Renewal: This is coming up! The application deadline is August 1, 2008 since the 2008-2009 school year is the last year of the current charter. Much work will need to be done and this will probably begin fairly soon. The Board will be working on the renewal and will call on staff and other community members for assistance.	Maher	Nov. 30, 2007

End.