

AGENDA

Amana Academy Governing Board Meeting

Saturday, April 26, 2008

9:30 a.m. – 12:00 p.m.

Executive Session 8:30 to 9:30

Agenda Item	Presenter	Desired Outcome
Old business		
Supporting the School Administration:		
Principal's Report	Amaris	Crews Activities/Plans
<p>Notes:</p> <p>Current enrolment at full until 4th grade</p> <p>Staffing: Report sent</p> <p>Financials: Two budget amendments. We were not able to make accurate predictions for gas and water. We found that we needed more for gas and water. We moved money away from science resource budget because we did not spend the money. Other changes have been in the areas. Budget expected May 4th.</p> <p>Facilities: Most repairs and remodels taken care of. Boys' bathroom stall door needs to be fixed. Sound system for community circle being updated with a grant.</p> <p>Academic Achievement: Our goal is to have 30% student exceed expectations. We were above district and state averages for writing assessment.</p> <p>Staff Development: Our focus will be on EL next year.</p> <p>Single gender: We will do gender separation 5th to 8th starting next year. We will have an informal meeting with parents. Will send info to parents next week.</p> <p>End of year reviews will be done end of May.</p> <p>Will be part of SIOP model for 4th and 5th grades.</p>		

Arabic: Ms. Eman will be part of Concordia Language Village. We are developing a partnership with North Georgia College. The first thing is to jointly apply for FLAP grant (\$100K per year).

We will be doing our first NJHS induction ceremony on 5/16.

Earth day on May 8.

Communication/Meeting with 4th/5th grade and middle school parents.
Communication with new Amana Families.

Amaris

Report

Notes:

- We will have meeting with 4th and 5th grade parents about transition.
- We had our 2nd new Amana parents meeting this week. We go in great detail about the handbook etc. and communicate expectations back and forth.

May 8th National Charter School Week –Earth Day Celebration

Amaris

Action Plan

Notes:

- An action plan set
- Invites will go out on Monday
- Having some difficulty recruiting volunteer parents
 - Need 60, have 40
 - PTA Engaged
 - Can we engage TEACH high school students
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PR/Communication - Annual Report by May10

Lynne

Discussion-Report

Notes:

- We will be creating an Amana Annual Report and send it out to stakeholders like FC board
- We are collecting information from all the crews
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IT Crew-Powerschool-

Tahir

Report

Connectivity-MAPS-Other		
<p><u>Notes:</u></p> <ul style="list-style-type: none"> • Connectivity Issues and Power School (Gradebook & parent communication) were two main things first • Shuaib negotiated a lower price on Power School • Jelena to put a small project plan for Power School Pilot Project together • For Connectivity, Sumayya will contact Comcast to lower the cost of creating a connection • MAPS testing happening on Monday 		
Financial Report	Pam/Amaris	Report
<p><u>Notes:</u></p> <ul style="list-style-type: none"> • Had a great March • We are where we need to be on financial position • Net Income Actuals to Budget was a net positive \$126K (this has the facility grant and updated FC budget included) • FC is providing either a bus or funding for the bus – we don't know if we will be able to provide FC South bus. 		
<p>Governance:</p>		
Proposed Governing Board Policy and Procedures	Maher-All	Discussion-
<p><u>Notes:</u></p> <p>We will table the discussion on Policy and Procedure</p> <p><u>Elections:</u></p> <ul style="list-style-type: none"> • We need to have elections • Three founding members are Nada, Hosny, and Maher and only they are eligible for Chairperson <p>Chairperson:</p> <ul style="list-style-type: none"> • Tahir nominates Nada Diab – She declines • Nada nominates Maher – By default Maher <p>Treasurer:</p>		

- Pam nominated – By default Pam

Secretary:

- Tahir and Zainab nominates Lynn - Declines
- Lynn nominates Zainab - Declines
- Zainab nominates Tahir – Declines
- Pam nominated Nada – Nada accepted and she will be the Secretary

Amended budget	Amaris-All	Action
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Notes:

- Laurie and Julia feel that we need to have the administrative assistant position, if not full time, but part time
- They feel that others will get overwhelmed due to absence of that position
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Policy Update	All	Report
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Notes:

- Financial Policy is being updated by Pam – she will not be able to complete it for some time
- Maher sent out Board Policy
- Lynn sent out Marketing Policy
- Multicultural policy being proposed by Ethical Crew
- Business crew is proposing a revision to Fund Raising policy
 - Ehab will be sending that

Fund Raising:		
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Notes:

- We are going slow
- Not enough results yet
- Initial approach was to work on one project collectively. Projects now being divided up with a single owner for each project:
 - Flooring
 - Arabic Resources
 - Science Lab
 - IT
- Tapping into parents to help make contacts with businesses

<ul style="list-style-type: none"> Proposing a new policy for fund raising 		
Grants	Andrea	Report
<p><u>Notes:</u></p> <ul style="list-style-type: none"> Andrea working on FLAP grant. Deadline on Wednesday. Lynn Turner was here as part of Captain Planet She was very impressed 		
Amana Foundation	ALL	Discussion/Action
<p><u>Notes:</u></p> <ul style="list-style-type: none"> Ehab to look at what are the various steps needed to set up a foundation for Amana Amana board to look at it once some information is put together 		
Long Term Strategy:		
Investing the reserve fund	Pam - All	Discussion-Action
<p><u>Notes:</u></p> <ul style="list-style-type: none"> We are looking at some options to invest some of our funds in a short term investment fund Risk free CD earns a little bit interest <ul style="list-style-type: none"> Some online accounts provide better interest ING has a business saving account without any minimum; their current rate is 3% Pam recommends that we open a \$100K account with ING Some money will be invested with BOA risk free CD Has been approved 		
Strategic plan-	Tahir	Action
<p><u>Notes:</u></p> <ul style="list-style-type: none"> Has been approved formally by the board. We probably need to go back and see how the current implementation fits with the overall plan. We may need to make some amendments to 		

Charter Renewal: Time Schedule	All	Discussion-Time Schedule
<p><u>Notes:</u></p> <ul style="list-style-type: none"> • Need to ask Hosny if he can coordinate putting Charter updates together • We need to have one single owner 		
Community Feedback	ALL	Answer Community Questions
<p><u>Some feedback from community:</u></p> <ul style="list-style-type: none"> • Ehab talked about two field trips with Mr. Temples and Ms. Angelique. He gave excellent feedback on how the teachers had put it together and how our kids behaved. • It is fantastic when teachers continue to communicate with parents about what makes us unique • Giving parents a chance to come to class rooms is an excellent way to engage them. • Julia asked how we are going to ensure that parents' volunteer hours are tracked <ul style="list-style-type: none"> ○ It will be tracked using software and computer in the lobby ○ It is going to be 20 hours per family per child ○ Should participation in board meetings be considered towards volunteer hours? • Julia and Ehab brought up the issue of waste free lunch <ul style="list-style-type: none"> ○ Our lunch vendor is using Styrofoam plates and fills the plates with a lot of food that gets wasted ○ Looks like that we don't have the facilities to wash and clean ○ An approach is to see if there are more schools who would be willing to use recyclable paper plates and go to Creative Café and "encourage" them to use a recyclable alternative ○ Neighborhood restaurants may have industrial grade washers that we could have Creative use • We currently have peanut free classes and peanut free tables • We need to create consistency on what is considered healthy and what is not. 		