Meeting Minutes

Amana Academy
Fulton County Public Charter School

Meeting Type: Monthly Public Board meeting	March 27, 2010
Board Members Present: Carrie Doulfikhar, Majd Almoayd, Tracy Blair, Lynn Hedgepeth, Andrea Cooper Gatewood, Nada Diab, Shuaib Hanief, Maher Budeir Board Members Absent: None	Recorder: Nada Diab

DISCUSSION TOPICS	ACTION ITEMS

Executive Director Report:
• Key things that ED is focusing on for the school
   o Improve School Spirit
   o Orient parents on our unique approaches
   o Challenge students to do more than they think
   o Integrate mission vibrancy into learning experience
   o Build capabilities to meet high expectations
 	
• Recognitions – 8th grade writing results, Asuza Callaway's class, Leena Farooqi, Mr. Epstein attended Environmental Seminar at KSU.
• Enrollment – last day for people to turn in registration forms – as of Wed.
• Total committed is 545 – estimation is 453
• Budget – estimated Fulton downward adjustment of $60,000 - trying to get actual numbers from Fulton County – has been delayed until Monday. Number above is estimate. Asking board to approve estimate. Can readjust this later if we have to. Board Approved the estimate.
• Dashboard – will place comments for all board members to see. Comments on format and level of detail.
• MAP testing predicts CRCT scores – predicted to perform as well as last year – this year will determine whether this really is a good tool for CRCT prediction.
• EIP numbers explained. Special Needs student number has remained relatively unchanged during past 3 years (actually decreased as a percentage of overall enrollment). EIP numbers have increased this year due to new students and better precision of identifying existing students via MAP.
• Next 60 Days – Spring break.
	1. EHAB to schedule State of School address at same time as Town Hall meeting on April 27.

Monthly Financials – Pam • Current cash reserves $275,000 • Anticipated revenue = expenses – as long as no changing to funding and expenses we will come out as anticipated at end of year	2. EHAB - For next meeting must capture these field studies before preplanning (Andrea's comment)

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• Gap in field studies – carryover from first semester in terms of overnight field studies – we didn't get the amount for those - this process will be changed last year.	3. EHAB - For next meeting will discuss how Amana Academy will align themselves with Fulton County new schedule.

Governance – Maher asked board members for recommitment on the following:
1. Please attend the 12 board meetings
2. Please respect the privacy of administration and confidentiality issues especially about HR or student issues
3. Please trust ED
4. Official discussions must be in public meetings
• Bylaws – approved the first 3 changes – must work on the election language - will be put on the next agenda
• Board Processes – place to park all public documents in one place – including all agendas and minutes.
• Board Communication –
  o Need to make a electronic communication policy consistent with Fulton County's electronic policy.
  o Committees – meeting records and notes need to have specific official notes.
• Vacant position should be filled next month – at that point will do officer selection.
• Calendar – the new calendar is posted on the new Google website
• Committee – two vacant committee chairs – next months
  o Policy Committee
    ▪ Need someone to keep this organized and stored.
  o Business Committee – headed by treasurer who has to be on the board.
    ▪ Pam is the CFO and is on the business committee but cannot be the head of the committee because she is not board member
	4. MAHER – fill vacant committee positions

Fund Development Committee - Shuaib
• Progress so far:
  o Collaboration through Google Groups
  o Draft fund development plan created
    ▪ An important chart is the Financial Plan – which states what the 2009 amounts are from each category and what the 2010 projections and steps to achieve it are.
  o One-one conversations with crew leads	

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- Government Grants Crew – Lemiya - Need to setup timelines and has made several contacts with Andrew Broy and others. - Working on the FLAP grant. - Foundation Crew – Andrea - Grant Database - IRS 990 – public information – will match program interest with funders interest - Funding History - Initial Approach – getting to know funder and approaches - Make a Recommendation – who to pursue? April Board Meeting - Application Process - Prospects – SunTrust , Atlanta Foundation, Community Foundation of Atlanta, other smaller education focused foundations, past grants received in the past. - Challenges: - Track record for grant funds - Development plan meeting helpful - Need clarification on Amana's strategy needs and programs that need support - Timing – some of these application deadlines are months away - Very aggressive and competitive climate, national educational funding crisis – more schools will be chasing the foundation pot of gold. - Friends of Amana – Bruce Liberman - Definition – a public view of Amana Academy through a website which describes Amana and Friends of Amana - Trying to bring partnerships - Special website - Challenges: - Need to define "FOA" and level and benefits of membership - Internet site – we must have IT support and maintenance - Additional software – contact management software, donation software - Calendar of Events	