

# Meeting Minutes



<b>Meeting Type:</b> Public Board meeting	<b>October 30, 2010</b>
<p><u>Board Members Present:</u> Tracy Blair, Lynn Hedgepeth, Andrea Cooper Gatewood, Maher Budeir, Majd Almoayd, Nada Diab, Carrie Doulfikhar</p> <p><u>Board Members Absent:</u> None</p>	<p>Recorder: Ehab Jaleel Start: 9:00 AM End: 11:30 AM</p>

<b>DISCUSSION TOPICS</b>	<b>ACTION ITEMS</b>
<p><u>Federal Education Jobs Fund</u></p> <ul style="list-style-type: none"> <li>• Fulton County Schools has allocated monies to start-up charter schools from the Federal government “Education Jobs Fund. The intent of the fund is to stimulate job growth. Amana’s allocation was \$87,632.</li> <li>• The Board took action and accepted the Federal funds and its associated guidelines. These guidelines were communicated in a letter from Fulton County Schools dated October 28, 2010 as follows: The funds can only be used on school level employees of start-up charter schools (Certified or non-certified)               <ul style="list-style-type: none"> <li>○ Federal Education Jobs funding cannot be used for employees of a charter management organization or educational management organization</li> <li>○ Start up Charter schools will report to Fulton County Schools the amount of salaries and benefits funded through this federal program. Additionally job titles (teachers, school administrators, para pros, etc) must be included. This information must be submitted to Fulton County Schools with the regular November financial reports.</li> <li>○ The accounting records must reflect that these funds have been spent within 3 days of receipt by journal entry or transaction.</li> <li>○ All financial records will be subject to audit or review to validate compliance with federal guidelines.</li> </ul> </li> <li>• In light of this unexpected assistance, Board members stated that if the budget allows and the County does not reduce our budget in second semester, consideration should be given to a good faith disbursement to our staff out of general operations account.</li> </ul>	<ol style="list-style-type: none"> <li>1. EHAB to pull together plan for processing the funds.</li> </ol>
<p><u>Fund Development</u></p> <ul style="list-style-type: none"> <li>• Government Grants               <ul style="list-style-type: none"> <li>○ EPA Grant – need to get with Kareemah Swift-Budeir to help with this grant.</li> </ul> </li> <li>• Friends of Amana               <ul style="list-style-type: none"> <li>○ Carrie Doulfikhar has accepted to lead this effort</li> </ul> </li> </ul>	<ol style="list-style-type: none"> <li>2. LEMIYA – set up kick off meeting and develop a plan on how to spend government grants.</li> <li>3. CARRIE – set up FOA on</li> </ol>

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DISCUSSION TOPICS	ACTION ITEMS
<ul style="list-style-type: none"> <li>○ The committee needs to plan for achieving \$80,000</li> <li>○ Need meeting to share plan with a timeline</li> <li>● Foundations Grants               <ul style="list-style-type: none"> <li>○ Need a plan to finalize approaching contacts and filtering real opportunities</li> </ul> </li> <li>● Overall Coordination               <ul style="list-style-type: none"> <li>○ Members agreed that a ‘fundraising roundtable’ is needed to coordinate fundraising activities (parents/board/PIE)</li> </ul> </li> </ul>	<p>11/6 at 9am.</p> <ul style="list-style-type: none"> <li>4. EHAB – produce plan for finalizing foundations contacts by Wed 11/3</li> <li>5. EHAB to set up kick off meeting (date not set)</li> <li>6. EHAB to work with PIE on how proceeds from International Festival will be used.</li> </ul>
<p><u>Facilities Planning Group</u></p> <ul style="list-style-type: none"> <li>● Need to meet with Bond Finance – ‘Bonds 101’</li> <li>● All the potential sites are within 2 miles of current location</li> <li>● Board members reflected on the opportunity at hand – “Now is Our time”</li> </ul>	<ul style="list-style-type: none"> <li>7. PAM to set up meeting with Russ Caldwell for Bonds 101.</li> </ul>
<p><u>Governance</u></p> <ul style="list-style-type: none"> <li>● Need to create a Board Election Nomination committee</li> <li>● Maher has the timeline, which he can share with committee</li> <li>● 3 Board seats will be available due to 2 terms expiring (Lyn Hedegpeth, Andrea Cooper-Gatewood) plus a vacant position.</li> <li>● Board asked that two teachers serve on the committee.</li> </ul>	<ul style="list-style-type: none"> <li>8. NADA to form committee.</li> <li>9. EHAB to provide names of two staff members to serve on the committee.</li> </ul>
<p><u>Enrollment</u></p> <ul style="list-style-type: none"> <li>● Fulton County Schools allows charter schools to set limits on enrollment timing. Sherryl Hale, school’s Data Clerk, has suggested that we better manage enrollment by only allowing admission twice a year.</li> <li>● Board took action and agreed that as a general rule to allow new admission only the first 10-days of each semester with the caveat that the administration has flexibility to allow new admission to specific grades if we need to shore up enrollment in those specific grades.</li> </ul>	<ul style="list-style-type: none"> <li>10. EHAB to update website admissions communication to reflect new policy.</li> </ul>