## Meeting Minutes

<table>
<thead>
<tr>
<th>Meeting Type: Public Board meeting</th>
<th>November 20, 2010</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Board Members Present:</strong> Tracy Blair, Lynn Hedgepeth, Andrea Cooper Gatewood, Maher Budeir, Majd Almoayd, Nada Diab, Carrie Doulfikhar</td>
<td>Recorder: Ehab Jaleel</td>
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<td><strong>Board Members Absent:</strong> Shuaib Ahmed</td>
<td>Start: 9:55 AM</td>
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<td><strong>End:</strong> 11:30 AM</td>
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### DISCUSSION TOPICS

#### Field Studies - Overnight

- Administration estimating costs based on 2/3 participation and chaperones paying their own way
- Board approved upcoming 4-H Center trips
- Members asked about how Administration plans to manage fundraisers for trips, i.e. what guidelines?

#### ED Update

- Professional Development
  - In Discussion – Maher suggested the use of video taping teachers for PD purposes.
  - For Dec 3rd EL training; need to invite Board members
  - Andrea – how are we addressing new teachers? We have a mentoring program in place with 12 pairs of teachers
- Dashboard has a good format, needs to include timing highlights – now and later items.
- Need to understand reasons for student attrition – include next time
- Home Access/Attendance – the burden should be on parents
- Quizzes and tests – parents can only see 2 weeks back – is this correct? Mary LoCurto to confirm.
- Need clearer requirements for teachers

#### Fund Development

- Government Grants
  - EPA Grant – need to get with Kareemah Swift-Budeir to help with this grant.
- Friends of Amana
  - Carrie Doulfikhar has accepted to lead this effort
  - The committee needs to plan for achieving $80,000
  - Need meeting to share plan with a timeline
- Foundations Grants
  - Need a plan to finalize approaching contacts and filtering

#### ACTION ITEMS

1. EHAB – communicate new requirements via website with 2/3 participation, chaperone pays, background checks required, deposit non-refundable
2. EHAB to report back on 2/3 participation for future field studies
3. JELENA – invite Board members to EL training on Dec 3rd
4. EHAB to make changes to dashboard for next mtg
5. MARY to re-launch Home Access via a letter that sets expectations of parents
6. LEMIYA – set up kick off meeting and develop a plan on how to spend government grants.
7. CARRIE – set up FOA on 11/6 at 9am.
8. EHAB – produce plan for
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<th>DISCUSSION TOPICS</th>
<th>ACTION ITEMS</th>
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<td>real opportunities</td>
<td>finalizing foundations contacts by Wed 11/3</td>
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<td>• Overall Coordination</td>
<td>9. EHAB to set up kick off meeting (date not set)</td>
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<td>o Members agreed that a ‘fundraising roundtable’ is needed to coordinate fundraising activities (parents/board/PIE)</td>
<td>10. EHAB to work with PIE on how proceeds from International Festival will be used.</td>
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### Facilities Planning Group

- Need to meet with Bond Finance – ‘Bonds 101’
- All the potential sites are within 2 miles of current location
- Board members reflected on the opportunity at hand – “Now is Our time”

11. PAM to set up meeting with Russ Caldwell for Bonds 101.

### Governance

- Need to create a Board Election Nomination committee
- Maher has the timeline, which he can share with committee
- 3 Board seats will be available due to 2 terms expiring (Lyn Hedegpeth, Andrea Cooper-Gatewood) plus a vacant position.
- Board asked that two teachers serve on the committee.

12. NADA to form committee.
13. EHAB to provide names of two staff members to serve on the committee.

### Enrollment

- 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.
- 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.

14. EHAB to update website admissions communication to reflect new policy.