

Amana Academy Governing Board Meeting

Saturday, August 22, 2009

Present: Samer Bashir, Jeff Weiner, Lemiya Alexander, Andrea Cooper-Gatewood, Shuaib Hanief, Maher Budeir, Ehab Jaleel, Pam Holloway, Linda Afani, Nada Diab, Carrie Doulfikhar

Recognitions: Jeff recognized the entire Amana Academy crew: teachers, staff, etc. One of the best starting weeks.

Supporting School Administration:

1. Executive Director's Report (attached)
 - a. Adjustments in school hours to be in compliance
 - b. New attendance procedures
 - c. Ehab asked about the science lab – not at the last level of functionality yet but orders are being placed – 7 to 10 days. Science lab should be completed by September 13. There are budget issues about it. **Should send an allparent email how the annual fund was spent. Carrie will send an Annual Fund report to Jeff to add to his weekly ED Report to parents.**
2. Discipline Crew (Linda Afani)
 - a. Discipline Policy up for final vote today.
 - b. Policies developed online for what we hope to see from our kids for Amana.
 - c. Forms developed for teachers to track discipline to help every student in every classroom.
 - d. Needs communication to the parents because of the great detail – **Jeff asked Linda to give him something to put in weekly ED Report.**
3. Middle School Crew – had a meeting
 - a. Enrollment numbers are at a good place right now.
 - b. All topics were addressed.
 - c. Main issue is perception – decision not to be in Amana Middle School based on perception, not facts. Key way to do this is to expose 5th graders to middle school grades.
 - d. **We need to continue with the middle crew with Tracy Blair as the “lead” to keep the meetings going.**

Governance

1. Committee Reports

- a. Business Crew – meeting will be on Friday, August 28 @ 8:00am. Meetings every 2 weeks for now with top priority to continue to work with county about funding issues.
- b. Human Resource Crew – need to create more policies with Jeff's input
- c. Board Development Crew – meeting next Saturday, August 29 at 9:00-11:00am. Andrea suggested discussing agenda for this meeting. It is supposed to be self assessment and

committee assessment – we should take the time to create the responsibilities of each of the committees and of our role as individual board members.

Action Items – come in with a document with insights on committee responsibilities.

2. Financial Outlook - Jeff gave presentation of the financial overview of Charter School Movement.

- a. Obama earmarked money for charter schools – but Georgia will not be getting much of that because it doesn't fit into the criteria set up by the administration to receive the money.
- b. There are individual foundations (Walton Foundation and Gates Foundation) they are indirectly running the charter schools in the country.
- d. Since Charter Schools are geared towards urban schools and Amana is suburban school - the #1 suburban school in the state of Georgia by virtue of Governor's Award – we need to prove that suburban schools are relevant as well. Jeff proposes that we have a national movement stationed at Amana to show the relevance of suburban charter school – this opens the door financially for Amana. Time to carve out the niche since our niche isn't there. Ehab stated that we need to emphasize WHY the need for suburban charter school and why Amana is so unique in order to obtain funding.

3. Policy - there is now a policy making flow chart which describes the process with the most important parts being #1 through #3.

For Action

- a. Late Pick-Up Policy (posted 8/13/09) Approved with amendment that made available to parents upon enrollment.
- b. Acceptable Use of Technology (posted 7/13/09) allow for one more month to accommodate changes that includes other stakeholders besides “student” - applicable to all who utilize the building.
- c. Agenda Development (posted 8/10/09) Approval with addition that agenda created by “chairman of board”.
- d. Student Discipline (posted 7/13/09) Approved
- e. Board Meeting (posted 8/10/09) Approved
- f. Personnel Leave Policy and Procedure (posted 7/13/09) Approved

For Reading

- a. Board Member Conflict of Interest – sent back to collect comments and feedback (Nada)
- b. Executive Director Performance Management – needs to be streamlined into 1 page policy and a handbook (Ehab)

Long Term Strategy

1. Ehab reviewed the strategic plan process of last meeting and emphasized the importance of this strategic plan.
2. Ehab wants to schedule a session to review it one last time – decided to incorporate it into the September board meeting.