

Hapeville Charter School Board

Committee(s) Meeting Agenda

April 29, 2024 starting at 5:30 PM

Join Zoom Meeting

<https://us06web.zoom.us/j/87692485872?pwd=crFUuMwb3mJQojXXL83jZlACbDf8z.1>

Meeting ID: 876 9248 5872 // // Passcode: 3pf3dc

One tap mobile +13017158592,,87692485872#,,, *107789#

Committee	Academic	Finance	Governance	Development and Awareness
Chair	Dr. Joni Williams	Terry Martin	(Open)	Marigny Young (Pottard)
Co-Chair	Elicia Fletcher	(Open)	(Open)	La Tonya Stocks
School based Representatives	<ul style="list-style-type: none"> - Richard Fowler (HCCA Principal) - Aranya Knox (HCCA Asst. Principal) - Alexes Green (Academic Coach) - LaTricia Gladden (Academic Coach) 	-	-	-
Community Representative(s)	-	-	-	-

Reminders:

Board Chair (or designee) calls the Committee meeting to order if the four committees are combined or the Committee Chair or Co-Chair calls the Committee meeting to order if meeting separately

Secretary (or designee) conducts Roll Call if the four committees are combined or the Committee Chair or Co-Chair conducts Roll Call if meeting separately

Reminders for preparation for Committee Meetings and preparation of Committee Reports and Committee Minutes:

- (1) Call meeting to order and note the start time for minutes
- (2) Document Roll Call of Committee Representatives (including on time, late, absent)
- (3) Dismiss meeting and note the time for minutes
- (4) Email attach Committee Meeting Minutes for April 29, 2024 to Mignon Clark (mclark@hapevillecharter.org) by Wednesday May 1, 2024 - 12:00 noon.

Hapeville Charter School Committee Topics for April 29, 2024

Committee	Chairs and members	Committee Topic(s)
Academic	Chair: Dr. Joni Williams Co-Chair: Elicia Fletcher Non-Board Staff Representatives: Richard Fowler (HCCA Principal) Aranya Knox (HCCA Asst. Principal) Alexes Green (HCCA) LaTricia Gladden (HCCA) Community Representative:	Not yet submitted
Finance	Chair: Terry Martin Co-Chair: OPEN Non-Board Members: Community Representative:	Not yet submitted
Governance	Chair: Open Co-Chair: Open Non-Board Members: Community Representative:	Not yet submitted
Development and Awareness	Chair: Marigny Young Co-Chair: La Tonya Stocks Non-Board Members: Community Representative:	Not yet submitted

Recommended topics based on Board discussions:

Academic Committee Agenda for April 29, 2024

- Dual enrollment Program
- Community (Academic) Partnerships
- Academic Growth Opportunities (Intern/Externships)

Financial Committee Agenda for April 29, 2024

- SY 25 Budget Timeline
- Investments Update
- Banking Changes

Governance Committee Agenda for April 29, 2024

- Board Member (New) Identification/Nominations
- GMCSF, Inc. Reserve Funds Policy (Document Review)
-

Development and Awareness Committee Agenda for April 29, 2024

- Community Partnership Opportunities (Growth/Awareness)
- 20 Year Anniversary Gala
-

Hapeville Charter Schools - Board Committee Descriptions:

1. Academic Oversight Committee (Strategic Planning – Sub-Committee)

Chair: Dr. Joni Williams

Co-Chair: Elicia Fletcher

Responsibilities

- Defines excellent school performance based on mission and vision and goals established by the Fulton County School System
- Supports the Executive Director
- Verifies that school is using student performance data to constructively inform decisions
- Monitors student achievement efforts
- Serves as a resource to the Executive Director (example: vetting new programming against contractual charter objectives)
- Evaluates the school's performance against neighboring schools, other charters, etc.
- Delivers on-boarding relative to student performance
- Identifies committee goals, reporting structure, and progress
- Recruits non-board members with educational expertise, as the by-laws allow

2. Governance Committee

Chair: Open

Co-Chair: Open

Responsibilities

- Monitors and maintains board-wide adherence to best practices
- Conducts annual board self-assessment
- Periodic review of board size, composition and profile
- Conducts an annual review of by-laws
- Creates calendar of cyclical board decisions
- Monitors board member performance
- In charge of onboarding, training, mentoring and support
- Develops short and long-term succession planning
- Recruits for demographic and skill diversity among board members; including diversity of race, gender, age, skill set, perspective and experience
- Tracks term expirations
- Supports the board chair in designing and executing the annual board goal-setting process
- Identifies governance committee goals and tracks progress

3. Finance Committee

Chair: Terry Martin

Co-Chair: Open

Responsibilities

- Recommends a budget aligned to the school's strategic priorities
- Ensures the annual budget is prepared in a timely manner
- Oversees the school's financial resources
- Regularly reviews financial statements
- Identifies short and long-term financial challenges before they become urgent
- Serves as an ongoing resource to ensure all board members understand the school's finances
- Provides onboarding and training to ensure all board members understand the school's finances
- Drives progress toward financial goals
- Ensures financial compliance (annual audit is required)
- Confirms and proposes financial policies
- Identifies actions needed to resolve complex financial issues
- Recruits non-Board members with a financial background

4. Development & Awareness

Chair: Marigny Young

Co-Chair: La Tonya Stocks

Responsibilities

- Supports schools branding and marketing
- Identifies and prioritizes fundraising needs
- Leads outreach for community, parental and student support on fundraising campaigns
- Takes the lead on Developing an HCS Alumnae Association

Hapeville Charter School Board

Committee(s) Meeting Agenda

March 25, 2024 starting at 5:30 PM

<https://us06web.zoom.us/j/84174559341?pwd=qEAEXODEtOc3a6Luh17iU4Qu8ozQcF.1>

Meeting ID: 841 7455 9341 / / / / Passcode: K5qDSQ
 One tap mobile +13126266799,,84174559341#,,,,*419623#

Committee	Academic	Finance	Governance	Development and Awareness
Chair	Dr. Joni Williams	Terry Martin	(Open)	Marigny Young (Pottard)
Co-Chair	Elicia Fletcher	(Open)	(Open)	La Tonya Stocks
School based Representatives	- Richard Fowler (HCCA Principal) - Aranya Knox (HCCA Asst. Principal) - Alexes Green (Academic Coach) - LaTricia Gladden (Academic Coach)	- - - -	- - - -	- - - -
Community Representative(s)	- -	- -	- -	- -

Reminders:

Board Chair (or designee) calls the Committee meeting to order if the four committees are combined or the Committee Chair or Co-Chair calls the Committee meeting to order if meeting separately

Secretary (or designee) conducts Roll Call if the four committees are combined or the Committee Chair or Co-Chair conducts Roll Call if meeting separately

Reminders for preparation for Committee Meetings and preparation of Committee Reports and Committee Minutes:

- (1) Call meeting to order and note the start time for minutes
- (2) Document Roll Call of Committee Representatives (including on time, late, absent)
- (3) Dismiss meeting and note the time for minutes
- (4) Email attach Committee Meeting Minutes for March 25, 2024 to Mignon Clark (mclark@hapevillecharter.org) by Wednesday March 27, 2024 - 12:00 noon.

Recommended topics based on Board discussions:

Academic Committee Agenda for March 25, 2024

- Dual enrollment Program
- Community (Academic) Partnerships
- Academic Growth Opportunities (Intern/Externships)

Financial Committee Agenda for March 25, 2024

- Finalization of SY 24 Budget
- Investments Update
- Banking Changes

Governance Committee Agenda for March 25, 2024

- Board Member (New) Identification/Nominations
- GMCSF, Inc. Reserve Funds Policy (Document Review)
-

Development and Awareness Committee Agenda for March 25, 2024

- Community Partnership Opportunities (Growth/Awareness)
- 20 Year Anniversary Gala
-

Hapeville Charter School Board

Committee(s) Meeting Agenda

February 26, 2024 starting at 5:30 PM

<https://us06web.zoom.us/j/81807146255?pwd=8aoXal7ksXzNxMATDT1aAUa60jqGEI.1>

Meeting ID: 818 0714 6255 // // Passcode: 9cYG19
 One Tap Mobile: +13052241968,,81807146255#,,,,*035088#

Committee	Academic	Finance	Governance	Development and Awareness
Chair	Dr. Joni Williams	Terry Martin	(Open)	Marigny Young (Pottard)
Co-Chair	Elicia Fletcher	(Open)	(Open)	La Tonya Stocks
School based Representatives	- Richard Fowler (HCCA Principal) - Aranya Knox (HCCA Asst. Principal) - Alexes Green (Academic Coach) - LaTricia Gladden (Academic Coach)	- - - -	- - - -	- - - -
Community Representative(s)	- -	- -	- -	- -

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- (1) Call meeting to order and note the start time for minutes
- (2) Document Roll Call of Committee Representatives (including on time, late, absent)
- (3) Dismiss meeting and note the time for minutes
- (4) Email attach Committee Meeting Minutes for February 26, 2024 to Mignon Clark (mclark@hapevillecharter.org) by Wednesday February 28, 2024 - 12:00 noon.

Recommended topics based on Board discussions:

Academic Committee Agenda for February 26, 2024

- Dual enrollment Program
- Community (Academic) Partnerships
- Academic Growth Opportunities (Intern/Externships)

Financial Committee Agenda for February 26, 2024

- Finalization of SY 24 Budget
- Investments Update
- Banking Changes

Governance Committee Agenda for February 26, 2024

- Board Member (New) Identification/Nominations
-
-

Development and Awareness Committee Agenda for February 26, 2024

- Community Partnership Opportunities (Growth/Awareness)
- 20 Year Anniversary Gala
-

Hapeville Charter School Board

Committee(s) Meeting Agenda

January 29, 2024 starting at 5:30 PM

<https://us06web.zoom.us/j/85265820897?pwd=HLgzHVxXrt3nBv9R0AdLLgbJcSEYXn.1>

Meeting ID: 852 6582 0897 // // Passcode: 1B8q4K
 One tap mobile +13126266799,,85265820897#,,,,*101340#

Committee	Academic	Finance	Governance	Development and Awareness
Chair	Dr. Joni Williams	Terry Martin	(Open)	Marigny Young (Pottard)
Co-Chair	Elicia Fletcher	(Open)	(Open)	La Tonya Stocks
School based Representatives	- Richard Fowler (HCCA Principal) - Aranya Knox (HCCA Asst. Principal) - Alexes Green (Academic Coach) - LaTricia Gladden (Academic Coach)	- - - -	- - - -	- - - -
Community Representative(s)	- -	- -	- -	- -

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- (1) Call meeting to order and note the start time for minutes
- (2) Document Roll Call of Committee Representatives (including on time, late, absent)
- (3) Dismiss meeting and note the time for minutes
- (4) Email attach Committee Meeting Minutes for January 29, 2024 to Mignon Clark (mclark@hapevillecharter.org) by Wednesday January 31, 2024 - 12:00 noon.

Recommended topics based on Board discussions:

Academic Committee Agenda for January 29, 2024

- Dual enrollment Program
- Community (Academic) Partnerships
- Academic Growth Opportunities (Intern/Externships)

Financial Committee Agenda for January 29, 2024

- Finalization of SY 24 Budget
- Investments Update
- Banking Changes

Governance Committee Agenda for January 29, 2024

- Board Member (New) Identification/Nominations
-
-

Development and Awareness Committee Agenda for January 29, 2024

- Community Partnership Opportunities (Growth/Awareness)
- 20 Year Anniversary Gala
-

Hapeville Charter School Board

Committee(s) Meeting Agenda

November 27, 2023 starting at 5:30 PM

<https://us06web.zoom.us/j/83893505742?pwd=ySbXSbkyg3t9biYb9VcQdNMVxb7t9.1>

Meeting ID: 838 9350 5742 // // Passcode: 3CGpBr

One tap mobile: +13017158592,,83893505742#,,,,*862956#

Committee	Academic	Finance	Governance	Development and Awareness
Chair	Dr. Joni Williams	Terry Martin	(Open)	Marigny Young (Pottard)
Co-Chair	Elicia Fletcher	(Open)	(Open)	La Tonya Stocks
School based Representatives	- Richard Fowler (HCCA Principal) - Aranya Knox (HCCA Asst. Principal) - Alexes Green (Academic Coach) - LaTricia Gladden (Academic Coach)	- - - -	- - - -	- - - -
Community Representative(s)	- -	- -	- -	- -

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- (2) Document Roll Call of Committee Representatives (including on time, late, absent)
- (3) Dismiss meeting and note the time for minutes
- (4) Email attach Committee Meeting Minutes for November 27, 2023 to Mignon Clark (mclark@hapevillecharter.org) by Wednesday November 29, 2023 - 12:00 noon.

Recommended topics based on Board discussions:

Academic Committee Agenda for November 27, 2023

- Dual enrollment Program
- Community (Academic) Partnerships
- Academic Growth Opportunities (Intern/Externships)

Financial Committee Agenda for November 27, 2023

- Finalization of SY 24 Budget
- Investments Update
- Banking Changes

Governance Committee Agenda for November 27, 2023

- Board Member (New) Identification/Nominations

Development and Awareness Committee Agenda for November 27, 2023

- Community Partnership Opportunities (Growth/Awareness)
- 20 Year Anniversary Gala

Hapeville Charter School Board

Committee(s) Meeting Agenda

October 30, 2023 starting at 5:30 PM

<https://us06web.zoom.us/j/86939760757?pwd=6Ke3gCN8gqzPWocxNCPf130JESgp47.1>

Meeting ID: 869 3976 0757 / / / / Passcode: 7Ljqvi
 One tap mobile: +16469313860,,86939760757#,,,,*645038#

Committee	Academic	Finance	Governance	Development and Awareness
Chair	Dr. Joni Williams	Terry Martin	(Open)	Marigny Young (Pottard)
Co-Chair	Elicia Fletcher	(Open)	(Open)	La Tonya Stocks
School based Representatives	- Richard Fowler (HCCA Principal) - Aranya Knox (HCCA Asst. Principal) - Alexes Green (Academic Coach) - LaTricia Gladden (Academic Coach)	- - - -	- - - -	- - - -
Community Representative(s)	- -	- -	- -	- -

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- (1) Call meeting to order and note the start time for minutes
- (2) Document Roll Call of Committee Representatives (including on time, late, absent)
- (3) Dismiss meeting and note the time for minutes
- (4) Email attach Committee Meeting Minutes for October 30, 2023 to Mignon Clark (mclark@hapevillecharter.org) by Wednesday November 2, 2023 - 12:00 noon.

Recommended topics based on Board discussions:

Academic Committee Agenda for October 30, 2023

- Dual enrollment Program
- Community (Academic) Partnerships
- Academic Growth Opportunities (Intern/Externships)

Financial Committee Agenda for October 30, 2023

- Finalization of SY 24 Budget
- Investments Update
- Banking Changes

Governance Committee Agenda for October 30, 2023

- Board Member (New) Identification/Nominations

Development and Awareness Committee Agenda for October 30, 2023

- Community Partnership Opportunities (Growth/Awareness)
- 20 Year Anniversary Gala

Hapeville Charter School Board

Committee(s) Meeting Agenda

September 25, 2023 starting at 5:30 PM

<https://us06web.zoom.us/j/88029362758?pwd=RDVHWGpqYU1jaEt1RllaK3FjNIBJZz09>

Meeting ID: 880 2936 2758 // // Passcode: 1G8wGg
 One tap mobile: +13092053325,,88029362758#,,,,*950139#

Committee	Academic	Finance	Governance	Development and Awareness
Chair	Dr. Joni Williams	Terry Martin	(Open)	Marigny Young (Pottard)
Co-Chair	Elicia Fletcher	(Open)	(Open)	La Tonya Stocks
School based Representatives	- Richard Fowler (HCCA Principal) - Aranya Knox (HCCA Asst. Principal) - Alexes Green (Academic Coach) - LaTricia Gladden (Academic Coach)	- - - -	- - - -	- - - -
Community Representative(s)	- -	- -	- -	- -

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- (2) Document Roll Call of Committee Representatives (including on time, late, absent)
- (3) Dismiss meeting and note the time for minutes
- (4) Email attach Committee Meeting Minutes for September 25, 2023 to Mignon Clark (mclark@hapevillecharter.org) by Wednesday September 27, 2023 - 12:00 noon.

Recommended topics based on Board discussions:

Academic Committee Agenda for September 25, 2023

- Dual enrollment Program
- Community (Academic) Partnerships
- Academic Growth Opportunities (Intern/Externships)

Financial Committee Agenda for September 25, 2023

- Finalization of SY 24 Budget
- Investments Update
- Banking Changes

Governance Committee Agenda for September 25, 2023

- Board Member (New) Identification/Nominations

Development and Awareness Committee Agenda for September 25, 2023

- Community Partnership Opportunities (Growth/Awareness)
- 20 Year Anniversary Gala

Hapeville Charter School Board

Committee(s) Meeting Agenda

August 28, 2023 starting at 5:30 PM

<https://us06web.zoom.us/j/85965062823?pwd=NWoxK2I0Sm0rcXhyVE5KQk1TRIMwUT09>

Meeting ID: 859 6506 2823 / / / / Passcode: 8q2i74

One tap mobile: +13126266799,,85965062823#,,,,*761332#

Committee	Academic	Finance	Governance	Development and Awareness
Chair	Dr. Joni Williams	Terry Martin	(Open)	Marigny Young (Pottard)
Co-Chair	Elicia Fletcher	(Open)	(Open)	La Tonya Stocks
School based Representatives	<ul style="list-style-type: none"> - Richard Fowler (HCCA Principal) - Aranya Knox (HCCA Asst. Principal) - Alexes Green (Academic Coach) - LaTricia Gladden (Academic Coach) 	-	-	-
Community Representative(s)	-	-	-	-

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- (2) Document Roll Call of Committee Representatives (including on time, late, absent)
- (3) Dismiss meeting and note the time for minutes
- (4) Email attach Committee Meeting Minutes for August 28, 2023 to Mignon Clark (mclark@hapevillecharter.org) by Wednesday August 30, 2023 - 12:00 noon.

Recommended topics based on Board discussions:

Academic Committee Agenda for August 28, 2023

- Dual enrollment Program
- Community (Academic) Partnerships
- Academic Growth Opportunities (Intern/Externships)

Financial Committee Agenda for August 28, 2023

- Finalization of SY 24 Budget
- Investment Plan
- Banking Changes

Governance Committee Agenda for August 28, 2023

- Board Member (New) Identification/Nominations
- Review of SY 2024 Letter of Assurances (FCSS)

Development and Awareness Committee Agenda for August 28, 2023

- Community (Growth/Awareness) Partnership Opportunities
- Fundraising
- 20 Year Anniversary Gala