

Create Academy Minutes

Governing Board Retreat

Date and Time

Saturday January 7, 2017 at 9:00 AM

Board Members Present

Angela Palmer, Angela Pinholster, Brad Forst, Johnny Jackson, Victor Sidy

Board Members Absent

Guests Present

Tebble Dickerson

I. Opening Items

A. Record Attendance and Guests

Board members: J. Jackson, V. Sidy, A. Palmer, B. Forst
School staff: A. Pinholster, T. Dickerson

B. Call the Meeting to Order

Johnny Jackson called a meeting of of Create Academy to order on Saturday Jan 7, 2017 @ 9:16 AM.

C. Icebreaker / Meeting purpose

J. Jackson opened the meeting and engaged the team in an icebreaker. A discussion was held about the purpose of the board retreat.

II. Board Governance & Effectiveness

A. Building a Foundation

J. Jackson talked about current board composition and how we will be moving forward.

B. Identifying & Recruiting Board Members

J. Jackson shared that Create would be opening up various volunteer job ads to support the recruitment of new board members. Discussion about what type of skills was needed occurred.

C. Accountability & Effective Committee Structure

J. Jackson talked about board accountability and worked with the board to establish committees.

III. Create Academy's Academic Performance

A. Historical Performance / Interventions / Student Progress

A. Pinholster provided a snapshot of how the school has performed academically. Past data was shared with the board.

B. Tools & Support

A. Pinholster demonstrated two methods of arts integration within the curriculum. Visual aids were used in the demonstration.

C. State Expectations / Testing Dates / Board Responsibility

A. Pinholster provided some insight on state testing, testing dates, and helped the board understanding which students are being tested and how their scores impact the letter grade the school receives.

IV. Executive Session

A. Enter Executive Session

V. Sidy made a motion to enter executive session.
Johnny Jackson seconded the motion.
The team **VOTED** unanimously to approve the motion.

B. Exit Executive Session

B. Forst made a motion to exit executive session.
Victor Sidy seconded the motion.
The team **VOTED** unanimously to approve the motion.

V. Fostering Fundraising

A. FY17 Strategic Goals

A. Palmer provided the board with an overview of the fundraising goal for the remainder of FY17. A plan was provided to the board and discussion happened.

B. Marketing the School

A. Pinholster and A. Palmer discussed marketing the school. Current efforts were communicated. There was a discussion on how to move forward.

VI. Create Academy Finance

A. Current Finances

J. Jackson and A. Pinholster discussed the current financial position of Create Academy. B. Forst was asked to connect with the accountant for follow-up.

B. Making Fiscal & Operational Decisions

A discussion was held about the go-forward financial strategy and operational decisions.

C. Grants for Create Academy

J. Jackson talked about the need for Create to increase its submission rate for grants. A discussion was held about the state of current school grants and the pending grant application that had been submitted.

D. Legal Responsibility of the Governing Board

J. Jackson talked about the board's fiscal responsibility and how the governing board would be analyzing school finances moving forward.

VII. SWOT Analysis & Strategic Plan

A. Analysis of the School & Governing Board

J. Jackson opened the discussion. B. Forst led us in a strategy session.

B. Building a 5-year Strategic Plan for 2018 - 2022

B. Forst led us in building out a SWOT analysis and provided some specific insight on potential next steps.

VIII. Relationship Building

A. Developing Effective Board/Staff Relationships

No discussion happened. This topic was tabled for a later date.

B. Developing Fruitful Board/Community/Parent Relationships

IX. Closing Items

A. Adjourn Meeting

V. Sidy made a motion to adjourn the meeting.

Johnny Jackson seconded the motion.

The team **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 4:11 PM.

Respectfully Submitted,
Johnny Jackson