

Community Education Association, Inc.

d/b/a Odyssey School

Board Minutes

December 3, 2009

The Governing Board of Community Education Association, Inc. d/b/a Odyssey School held a meeting on December 3 at Odyssey School located at 14 St. John Circle in Newnan, Georgia. Members in attendance: Dara Williams, Shealene Clark, Jenny Buckalew, Jerrod Knapp, Jimmy DiGiulio, Frances Reyes, Steve Holland, Renee Lord, Lance Duncan, Sakita Johnson-Simmons and ex-officio member Andy Geeter. The meeting was called to order at 6:39 PM. Absent: Joe Owens.

Approval of Old Minutes

Read and approved minutes from November 5, 2009 meeting.

School Directors' Reports

- School director's report was read and discussed by Andy Geeter.
- Barnes & Noble event
- Schedule closing for next week
- Cluster reports
 - K/1: need keys made.
- Georgia Virtual Academy- written director's report submitted and read by Matt Arkin.
 - New name – Georgia Cyber Academy
 - Title 1 – possibly place one of the 6 temporary teachers at Odyssey.

Action Teams and Sub-Committee Reports

- Curriculum Sub-committee (Joe):
 - Nothing to report
- Facilities Sub-committee (Steve):
 - Intercom/bell software installed
 - Authorized Steve Holland to approve roof bid
- Finance Sub-committee (Lance):
 - Nothing to report
- HR/Staff Sub-committee (Jerrod):
 - Will provide a part time policy next month
- GVA (Sakita)
 - Nothing to report
- PTO:
 - Update provided by Monique Haskins
 - No 501(c)(3) filed when changed from PTA to PTO.
 - According to Odyssey CPA, PTO can file under Odyssey 501(c)(3) for 2008/2009 school year.
 - PTO will submit paperwork for 501(c)(3) for this school year. Approximate cost will be \$2000. This will eliminate the budget for this school year.

Old Business

- Paid Time Off for Teachers Assistants Policy – First Reading
 - Read by Frances Reyes
 - Major updates
 - Remove item #3 regarding accrual of PTO
 - Reword #2 along the lines of "PTO cannot be used as..."

- Includes Furlough days
 - Look into tax implications regarding #4
 - Add verbiage stating approval of Director is required.
 - Identify an effective date
 - Can it be implemented this year?
- Special Ed Reporting
 - Update provided by Chris Schmieg
 - Parent notification
 - Survey parents to see if necessary
 - Will write in agenda if requested
 - Hours (reporting)
 - Speech requires dedicated resource times
 - D.E.A.R. time can be reported
 - Collaboration/consultation makes up the bulk of Special Ed.
 - Create study guides
 - Provided Chris with a sample cluster report. She will provide a report to the Board going forward.

New Business

- Change pay date in December to the 18th.
- Pay off BB&T loan and renew a new line of credit.
- Social Security change
 - Andy received information from the Odyssey CPA regarding the way Odyssey tracks social security.
 - Social Security Act, Section 218.
 - Applies to employees eligible under the TRS system.
 - More research to be done by the CPA.

Policies/Charter Amendments

- Acceptable Use Policy
 - No updated policy for the meeting. Will present at next meeting.
- Discipline Policy -- Cellular Telephone Use amendments
 - Need motion to move offense from a level 1 to a level 2 offense.
 - Will present written update at next meeting.

Closed Session

- Closed session to discuss issue regarding a GVA student.
- In closed session at 7:56 PM.
- Out of closed session at 8:33 PM.

Open Discussion

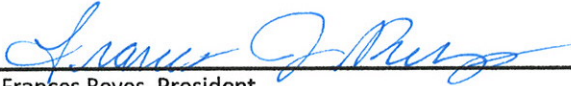
- None

Resolutions:

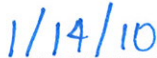
- Jimmy DiGiulio moves to approve old minutes. Dara Williams seconds the motion. Passed unanimously.
- Jerrod Knapp motions to authorize Steve Holland to approve the best roof quote under \$120k. If work cannot be done at that price, an email will be sent to the Board for approval. Jenny Buckalew seconds the motion. Passed unanimously.
- Lance Duncan moves to change the pay date in December to the 18th. Jerrod Knapp seconds the motion. Dara Williams abstained from the vote. Passed unanimously.
- Jerrod Knapp moves to pay off the existing BB&T loan of approximately \$55k and to renew a line of credit for \$85k. Shealene Clark seconds the motion. Passed unanimously.
- Jerrod Knapp moves to go into closed session to discuss GVA student. Jimmy DiGiulio seconds the motion. Passed unanimously.
- Jenny Buckalew motions to move out of closed session. Jimmy DiGiulio seconds the motion. Passed unanimously.
- Jerrod Knapp moves to adjourn the meeting. Shealene Clark seconds the motion. Passed unanimously.

There being no further business to come before the board, the meeting was adjourned at 8:38 PM.

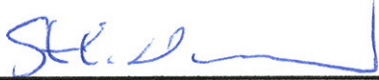
The next regular meeting is scheduled for January 14, 2010 at 6:30 PM.



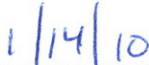
Frances Reyes, President
Community Education Association, Inc.
d/b/a Odyssey School



Date



Steve Holland, Secretary
Community Education Association, Inc.
d/b/a Odyssey School



Date

