

**STATE CHARTER SCHOOLS FOUNDATION OF GEORGIA  
BOARD OF DIRECTORS MEETING**

**November 8, 2017, 10 a.m.  
1470B Twin Towers East  
205 Jesse Hill, Jr. Drive  
Atlanta, Georgia 30334**

**Meeting Minutes**

1. The meeting was called to order at 10:32 a.m. by Chairman Tom Lewis. Chairman Lewis and the following State Charter School Foundation (SCSF) Board Members were present; Dr. Bonnie Holliday and Ms. Erin Hames. Also in attendance was Ms. Laura Bollman, Managing Director of the SCSF; Mr. Gregg Stevens, General Counsel for the State Charter Schools Commission; Ms. Laurin Vonada, legal intern for the State Charter Schools Commission; and Mr. Shyam Kumar. Mr. Hames phoned into the meeting.
2. As the first order of business, Chairman Lewis called for a motion to approve the minutes from the previous SCSF Board Meeting that occurred on September 21, 2017. Dr. Holliday made a motion to approve the meeting minutes, and Ms. Hames provided a second. The motion to approve the minutes passed unanimously.
3. Following approval of the minutes, Chairman Lewis asked for a motion to elect Mr. Shyam Kumar as a new member of the SCSF Board. Dr. Holliday made a motion to elect Mr. Kumar to the SCSF Board and Erin provided the second. The motion passed unanimously. Mr. Kumar is the Founder and CEO of NorthStar Education Partners. He brings a wide array of educational knowledge to the Board and is slated to serve a three-year term on the SCSF Board of Directors
4. Ms. Bollman shared that there are two upcoming SCSF meetings, the first will be on December 18, 2017 and the second will be on February 5, 2018.
5. Next, Chairman Lewis moved to the action items. For the first action item, Chairman Lewis asked for Ms. Bollman to provide an overview of the FY 2018 Budget. Ms. Bollman shared that the budget is split into two basic categories; internal administrative and operating expenses, and external operating expenses. Ms. Bollman explained that internal expenses include her salary and benefits, and external expenses are items that must be purchased and comply with the Bylaws and Policy Manual of the Foundation. These external expenses include service contracts, membership fees, and materials and consultants. Chairman Lewis asked for a motion to approve and adopt the FY 2018 Budget. Dr. Holliday provided a motion to approve and adopt the FY 2018 Budget, and Mr. Kumar provided a second. After discussion of the budget, the motion to approve and adopt the FY 2018 Budget passed unanimously.
6. Chairman Lewis then asked for Ms. Bollman to explain the second action item, an amendment to the Policy Manual to add a Procurement Policy. Ms. Bollman drafted policy that is similar to

the State policy to enhance transparency and allow for best practices by SCSF. The amendment to the Policy Manual would reflect a tiered procurement policy that outlines financial thresholds for receiving quotes and engaging in an RFP process. Chairman Lewis asked for a motion to amend the Policy Manual to add a Procurement Policy. Ms. Hames provided a motion to amend the Policy Manual and Mr. Kumar provided a second. The motion passed unanimously.

7. Chairman Lewis then asked Ms. Bollman for an update on the organizational development of the SCSF. Ms. Bollman provided she is still recruiting Board Members, and has shifted her focus outside the City of Atlanta. Ms. Bollman has reached out to Chambers around the State to inquire about local persons who may be interested in joining the Board. Ms. Bollman told the SCSF Board that she is looking to add funders, names that have corporate or philanthropic recognition, people with geographic diversity and social identity diversity, and persons with different areas of expertise to the SCSF Board.
8. Next, Ms. Bollman provided a report on the Funding Needs Assessment. A total of 25 of 29 school leaders responded. The underlying need that the leaders responded in the survey was funding for facilities, salaries, and technology. The chief need amongst direct services was grant writing, LEA Reporting, and building a network of charter schools across the State.
9. Ms. Bollman Strategic Plan- The RFP has been sent out and will be collected on December 1, 2017. After collection, Ms. Bollman, Chairman Lewis, and one field expert will review the applications and will conduct the final interviews. Chairman Lewis and Ms. Bollman will provide a recommendation. The fundamental thing asking in the study – What are we doing and how do we get there? The Board discussed ensuring there are five Board Members elected prior to engaging in the strategic plan to increase buy-in from the members.
10. Ms. Bollman reached out to Alexander Hass to inquire about a Capital Fundraising Feasibility Study. Top consultants at the firm advised Ms. Bollman that the Foundation should have the Strategic Plan in place before the pitch has been made.
11. Next, Ms. Bollman shared that she visited Brookhaven Innovation Academy earlier this week and this afternoon will visit Fulton Leadership Academy. In the future, Ms. Bollman will tailor her visits to the CCRPI testing results that have recently been released to visit top performers.
12. Being no further business or public comment, Chairman Lewis adjourned the meeting at 11:38 a.m.