

**Quality Education Academy (QEA)**  
**(K-12)**  
**Board Meeting Minutes**  
**February 10, 2020**

**Members Present:**

Dr. Jefferson Caruthers, Jr  
CEO - Tonya Bellanger  
James Gadson  
James Covington  
Walter Weathers  
Adolphus Coplin  
Nikki Williams (Hall)  
Roy Oliphant  
John Foxworth (via call-in)

**Absent Members:**

**Welcome**

The meeting was called to order at 6:14 pm. The Chairman asked if there were any additions to tonight's agenda. There were no additions made. The Chairman stated the Board will go back and re-address the Parking Lot issue. He then called for the reading of our Mission statement, Vision and Core Values. These statements were read by Mr. Oliphant.

**Reading and approval of the November 18, 2019 Minutes**

After allowing all Board Members the opportunity to read over the minutes from the previous November 18, 2019 Board Meeting, the Chairman asked if there were any questions. Mrs. Williams (Hall) suggested the meetings be videoed and streamed live from this point on. She stated with the numerous detailed discussions that take place during a meeting, it may be difficult to capture every single point when the minutes are being transcribed via handwritten notes. The Chairman said the Secretary is not to transcribe word for word. This would cause the minutes to become repetitive and very drawn out.

Mr. Coplin asked if the minutes were being posted to our website. The CEO informed Board Members our website is currently under construction and we are in the process of making all updates.

Before receiving the minutes, Ms. Williams requested the minutes reflect why the previous meeting went into closed session. The Chairman agreed. At the October 21, 2019 meeting, the Chairman brought forth a proposal suggesting that QEA pays Carver Road Church of Christ a parking fee of \$3.00 per day for the use of 60 parking spaces, for a total of \$3,000.00 per month. CEO, Mrs. Bellanger opposed the proposal stating she did not feel it was a feasible expense. After a lengthy discussion, the Chairman called for a motion to vote on the proposal. Mr. Foxworth made a motion to accept the Chairman's proposal to charge QEA \$3.00 per day for the use of 60 parking spaces. Mr. Weathers 2<sup>nd</sup>

the motion. The majority voted in favor of the proposal. The vote was 7 to 2 (CEO, Mrs. Bellanger and Board Member Mr. Covington voted against the proposal).

At the November 18, 2019 meeting, the issue became where funds to support the proposal would come from. The CEO suggested the teachers and staff would be asked to pay for parking. The Chairman stated it was never an option to ask teachers and staff to pay for parking. The Chairman insisted there are funds put aside to finance such requests. When the CEO disagreed, the Chairman said this was an act of insubordination and the session was closed at this point. Additionally there was an Emergency meeting called the next day by the Chairman to discuss a personnel matter.

The Chairman called for a motion to receive the November 18, 2019 Board Minutes with the addition of the insubordination discussion. Mr. Gadson made a motion to receive the minutes and Mr. Coplin seconded the motion. The motion carried.

### **Public Comment**

At this meeting we were privileged to have 12 visitors which consisted of Parents, Faculty and Community Representatives. Ms. Maegan Gomez, the parent of Poppy Gomez a 1<sup>st</sup> Grade scholar, read a letter in support of the school. She stated she has had the opportunity to attend several events at QEA this year and has experienced nothing but excellence. Ms. Gomez went on to say her daughter is learning self-value and self-worth and she could not be happier. Ms. Gomez is truly thankful for the CEO and Teachers who continue to work effortlessly and inspire and encourage our future leaders.

Also, Ms. Anderson, the mother of Malia Youssef stated she is also grateful for QEA and has found it to be a great asset for her daughter as well.

Ms. Covington, a member of the community asked the Chairman what is the likelihood of getting some parent representation on the board? The Chairman responded by saying the Board Members will discuss the possibility of recruiting a parent representative and will respond at a later date. Ms. Covington also asked if there is a Board application for the parents. At present, there is not an application strictly for parents.

### **From the Chairman**

The Chairman said he would like to commend CEO Mrs. Bellanger and the staff on the day to day operation and continued progress of the school.

### **Old Business**

There was no old business.

### **New Business**

There was no new business presented.

### **Chief Executive Officer's Report**

The CEO addressed the Board in the following areas:

#### **Academic**

- Mrs. Bellanger notified Board Members of a Behavior and Culture/Classroom Management Training in New Orleans on January 15-17. This training was

attended by our Dean of Academics as well as our High School Principal and two of our Behavior Specialists.

- CPR training for Athletic Staff and PE teachers was completed on Tuesday, January 28, 2020.
- Middle of the year Check-In Benchmark testing took place January 27 – February 5.
- Two of our teachers (6<sup>th</sup> and 7<sup>th</sup> Grade Math) received State recognition for their student's growth performance on the 2018-2019 EOG testing.
- There were six additional teachers who received recognition for proficiency where 60% or more of their scholars received a level 3 or higher on the 2018-2019 EOC & EOG test.

### **Operational**

Board Members were informed of the following upcoming activities:

- School was closed in observance of the Martin Luther King Jr. holiday on January 20, 2020
- Friday January 21, 2020 was a Teacher Workday
- Second quarter awards were presented to scholars on Wednesday, January 22, 2020
- Our 3<sup>rd</sup> quarter Data Day was Friday, February 7, 2020
- Observation of President's Day is Monday February 17, 2020
- We will celebrate our Annual Bestowal of Blessings on Thursday, February 20, 2020
- Friday, February 21, 2020 will be a Teacher Workday

### **New Construction**

Mrs. Bellanger told Board Members the new facility is complete and open for tours. We received the temporary Certificate of Occupancy on January 9, 2020 and began using the classrooms on January 13, 2020. We are expecting the Final Certificate of Occupancy by the end of February.

### **Financial**

Mrs. Bellanger distributed the financial audit for the fiscal year ending June 30, 2019. All accounts balanced on the monthly financial report. She did a review of the Financial Report for December 2019 and informed Board Members that we are still awaiting final allotment of the State and Federal grants for the 2019-2020 year. After, going over the audit, Mrs. Bellanger accepted questions from Board Members. Mr. Covington offered commendation to Mrs. Bellanger on a job well-done during this transition and reiterated his support of Mrs. Bellanger's leadership.

Mrs. Bellanger added we have submitted a Letter of Intent to apply for an expansion grant and the letter was accepted. The next phase will be submitting the full application which is due by March 1, 2020.

The Chairman stated he would like to commend both the former and the present CEO on the excellent job they have done when it comes to managing school funds. He called for a motion to accept the CEO and Finance report. Mr. Coplin made a motion to accept the CEO and Finance report. Mrs. Williams seconded the motion and the motion carried.

### **Governance Policies**

Mrs. Bellanger informed Board Members we have two policies that need to be approved and added to the Staff handbook. The Workplace Violence Policy and Child Abuse and Sex Trafficking Policy. Board Members had several questions about the Workplace Violence Policy. Questions included:

- What is the procedure for a verbal threat?
- How would the Employee complaint be document?
- Who would the incident be reported to?
- Who would research the issue?
- Would the issue be reported (escalated) to the police?
- Will the school ensure there will be no retaliation against employees for reporting incidences?

Mrs. Bellanger gave answers to all questions posed. Mrs. Williams asked if we could add to the policy that disciplinary action can lead up to termination. The Chairman requested the Board be allowed more time to discuss the Workplace Violence Policy and vote on it at a later date.

Mrs. Bellanger told Board Members the Child Abuse and Sex Trafficking training is mandatory and the policy must be adopted by March 1, 2020.

The Chairman called for a motion to vote on the Child Abuse and Sex Trafficking Policy. Mr. Weathers made a motion to adopt the Child Abuse and Sex Trafficking policy and Mr. Gadson seconded the motion. The motion carried.

### **Announcement**

The next Quality Education Academy Board meeting is scheduled for Monday, March 9, 2020 at 6:00 PM. A notification to all Board Members will be sent prior to the scheduled meeting. A copy of the previous month's minutes will be emailed to all Board Members in addition to the meeting notification.

### **Adjournment**

The meeting was adjourned at 8:07 pm.

### **Upcoming Board Meetings**

Monday, April 13, 2020

Monday, May 11, 2020

Minutes recorded by S. Adams