

## *The GREAT Academy Board of Directors*

### *Meeting Minutes*

Monday, March 11, 2024

1. **Call to order**

Mr. Douglas called to order the regular meeting of The GREAT Academy Board of Directors at 12:06pm on Monday, March 11, 2024, at The GREAT Academy 6001-A San Mateo Blvd NE, Albuquerque 87109.

2. **Roll call**

Mrs. Edmond conducted a roll call. The following members were present: Mr. Douglas, Mr. Pitts, Mrs. Edmond, Mrs. Gee and Mr. Boyd were present. A quorum was achieved.

3. **Discussion & Possible Action on 3/11/2024 Agenda**

**Action Item** – Mr. Douglas presented the agenda for the meeting. The members reviewed the agenda. He asked if there were any questions. There were none. He asked for a motion to approve the agenda. Mr. Boyd offered the motion to approve the agenda. Mrs. Gee seconded the motion. All were in favor of the approval of the agenda. The agenda was approved.

4. **Discussion & Possible Action on 2/12/2024 Minutes**

**Action Item** – Mr. Douglas drew the members' attention to the minutes from the 2/12/2024 regular meeting. He asked if there were any questions. Mr. Douglas asked for a motion to approve the minutes of the 2/12/2024 meeting. Mrs. Edmond offered the motion and Mr. Pitts seconded the motion. All were in favor. The minutes were approved.

5. **Open Forum**

There was no one to be heard for the Open Forum.

6. **Finance Committee Report**

Mr. Douglas recognized Mr. Pitts to provide the report. He noted that the monthly spending for February was pretty typical. There was a new payment to a company called Nextiva. This is the new phone company for the school. The school got a new phone system. The initial bill for set up and installation is on the financials for February. He also noted that there were a few more instances of attempted fraud in the school's account. These were caught. Security measures have been applied to the account. If the fraud continues, the school may need to look into switching banks. The accounts reconciled. All of the numbers match up for the month. There are two BARs that Mr. Gilman will be sharing. The draft budget will be presented next month. There were no questions.

7. **Audit Committee Report**

Mr. Douglas recognized Mr. Matthews to present the Audit Committee report. He noted that the Audit Committee reviewed the findings during the Audit Committee meeting. The school received two findings for FY 2023. The first is the repeat finding from back in 2019 regarding the advanced payment of the lease. The school's response is pretty extensive. The school does not agree with the auditor's assessment primarily because this transaction was audited by other audit firms and there was no finding regarding the prepaid rent. The second finding is Financial Closing and Reporting. Any software subscription over a year needs to be reported. The school's new camera system has a 10-year subscription. There was a discrepancy in the way property tax was reported. There was also missed capital asset disposal for the storage units. These were three items that resulted in the closure finding. The school plans to submit a lease purchase agreement with the Foundation to get that pre-paid rent finding resolved so it is not a repeat finding. Mr. Gilman went on to explain the part of the finding related to GASB96. There were no questions.

## **8. Discussion & Possible Action on Check Listings/Bank Reconciliation**

**Action Item** – Mr. Douglas recognized Mr. Gilman to present the check listings and bank reconciliation. Mr. Gilman noted that the only payment that was out of the ordinary for the month was Nextiva in the amount of \$2,409.27 which is for the school's new phone system. This includes the installation. The total AP disbursement for February was \$59,788.07. There were two payrolls in February totaling \$57,268.47. The total AP and payroll for February was \$117,056.54. He noted there were no unknown unknowns and everything reconciled to the books. Mr. Gilman noted that there were a few miscellaneous attempted breeches that were caught. There has been no net loss due to these issues. The bank balance at the beginning of the month was \$638,896.810. There was \$189,755.21 in deposits and \$155,019.99 in outgoing payments. The ending bank balance was \$673,632.03 less the outstanding checks in the amount of \$5,427.59. This brings the cash book balance to \$668,204.44. The largest credit for February was the SEG. There was also a reimbursement from ESSER in the amount of \$51,194. He also pointed out the attempts to ping the account. In January, there was an unauthorized payment to Verizon and the credit of \$128.78 was applied in February. Mr. Gilman then reviewed the outstanding checks which were all current. He also reviewed the bank statement. He asked if there were any questions. There were none. Mr. Douglas asked for a motion to approve the check listings and bank reconciliation for the month of February. Mrs. Gee offered the motion. Mrs. Edmond seconded the motion. All were in favor and the motion was approved.

## **9. Discussion & Possible Action on BARs**

**Action Item** – Mr. Douglas recognized Mr. Gilman to present the BARs. Mr. Gilman stated that the first BAR 0014-I was an increase of \$12,664 from PED budget true-ups. The related expenditure is professional development. The second BAR 0015-D is decrease of \$2,920 from Title IV. He asked if there were any questions. There were none. Mr. Douglas asked for a motion to approve BARs 0014-I and 0015-D to be approved. Mrs. Edmond provided the motion. Mrs. Gee seconded the motion. All were in favor. The noted BARs were approved.

## **10. Academics Report**

Mr. Douglas recognized Mrs. Matthews to present the Academics Report. She shared the NMVistas website, showing the members the TGA page. She explained that this page allows the public to see the academic performance of any school. She pointed out the school's designation of CSI for the 2023 school year and noted that CSI means that as a Title I school, it is performing in the lowest 5% of Title I schools. The index score is 38. She explained the various metrics included in the index score and reviewed those. She shared that there was growth in the 4-year graduation rate and also growth for English Learners. It was pointed out that reading and math proficiency are struggling and the school is working to improve those with students. She explained that each of the metrics is broken down and pointed out the subgroups and that many of them are improving which is good for the school overall. She also pointed out that the attendance rate is something that the school is working hard to improve because if students are at school, it is easier to help them learn. Mrs. Matthews noted that TGA has an Attendance Improvement Plan and that a number of steps have been taken to improve the attendance rate, such as the attendance tracking system, the daily attendance calls/text messages when students are absent, 3,5,7 and 10 day attendance letters, attendance meetings, attendance contracts, recognition and awards ceremonies and so on. She went on to mention a few other things the school is doing to improve the index score, such as the MyPath reading and math intervention program. She noted that the school is participating in the activities that the state is providing to support schools with this designation. She went on to note that TGA students are currently taking 121 credits with CNM. She mentioned a partnership with ABQ Fire & Rescue and CNM which will provide students with the opportunity to participate in a 10 week program to complete the EMT (Emergency Medical Technician) certification. The program will be online for next year. Graduation is May 18<sup>th</sup>. TGA has 16 seniors and all 16 are on target to graduate. State testing is coming up. The SAT is March 19<sup>th</sup>, the MSSA and ASR are in April. She asked if there were any questions. Mr. Douglas

stated that he wanted to applaud the school for the EMT program being implemented. He said it sounds exciting and promising. Mrs. Matthews noted that ABQ Fire & Rescue would be bringing a truck to the school and having a career chat with the students the day after the board meeting. There were no other questions or comments.

**11. Upcoming Regular Meeting**

Mr. Douglas noted that the date of the next regular meeting would be Monday, April 8, 2024 @ 12:00pm.

**12. Adjourn**

**Action Item** – Mr. Douglas called for the meeting to be adjourned at 12:38pm. Mrs. Edmond offered a motion to adjourn the meeting. Mr. Pitts seconded the motion. All were in favor and the meeting was adjourned.

Submitted by: Mrs. Edmond

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*Henry Douglas Jr.*  
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President

4/8/2024  
Date

