



**UTOPIAN**  
ACADEMY FOR THE ARTS

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### **July 1, 2014 Board Meeting**

Meeting type: In-Person Meeting

Attendees: Artesius Miller  
Sharon Daniel  
Michael Oby  
Anthony Bryant  
Dr. Aquanette Salter  
Reginald Colbert  
Terance Madden

#### **Meeting Called to Order**

Meeting was called to order at approximately 6:49 by the Board President, Sharon Daniel. Prior to the official start of the meeting, the members of the board began the meeting with a tour of the building. Artesius Miller provided information relative to the maintenance and the progress toward the opening of the school year.

Agenda was not printed due to technical difficulties; however, it was read aloud. Members were asked to sign confidentiality forms.

#### **Approval of Agenda**

Chairwoman Daniel called for a motion to approve the agenda for July 1, 2014. Michael Oby made a motion to approve the agenda for July 1<sup>st</sup>. It was seconded by Dr. Salter and approved by the board members present.

#### **Opening Prayer**

Terance led the members in an opening prayer.

#### **Board Introductions**

Chairwoman Daniel provided each board member an opportunity to introduce themselves for the benefit of those new to the Utopian team.

#### **Unfinished Business**

Chairwoman Daniel asked that each board member provide a bio and a conflict of interest form to close the unfinished business.

#### **Elections**

Chairwoman opened the floor for nominations for board secretary. Motion was made by Terance to nominate Dr. Salter. Director Miller seconded the motion. Dr. Salter accepted.

#### **Financial**



Director Miller reviewed the budget. It was a snapshot at a glance. The budget was provided to inform the board members. The floor was open for any questions related to the budget. Mr. Rhodes (Utopian Staff CFO) was on hand to address any questions

**Questions Asked by Various Board Members:**

- How many teachers will be hired? Artesius responded with 20 teachers.
  - The budget is inclusive of all operations as well as teacher salaries
- How is the money disbursed?
  - The funds are strictly FTE (Full Time Equivalent)
- Title I Funding?
  - \$120,000 of Title I funding will be provided to Utopian. This is based on 85% of the students being eligible.
- Special Education?
  - There are 4-5 kids that have IEP's.
  - Will special needs justify more funding? It will but not right away.
  - The amount of money in the presented budget is based on general students.
- Categorical Funding?
  - Funding will come later for the gifted students, special education and ESOL.

**Nutrition**

**Question Asked by Various Board Members:**

- Explain how under Clayton County, students will receive free lunch?
  - Because Utopian is a separate district, it was not allowed.
  - Parents will be asked to complete a free and reduced lunch application.
  - Children will still be allowed to eat regardless of the applications being completed.

**Staff Handbook**

There was a discussion with regards to the faculty and staff handbook and the decision to have the board vote for approval. Principal Birkett provided a brief synopsis of why board approval is strongly suggested.

- Principal Birkett inquired as to the legal counsel being provided to Utopian.
- The board has agreed to sideline the discussion of the handbook until further review.

**School Budget**

- Mr. Colbert asked if the budget is confidential
- Anthony Bryant made a suggestion to accept the current budget as tentative. He then made a motion to approve the budget tentatively. Terrence wanted to clarify as tentative. Anthony responded with we will move forward until a later date. Mr. Colbert then asked Artesius was confident in the outlined drafted budget.
- Artesius provided a synopsis of the background of the people involved with the budget process.
- Mr. Birkett asked whether or not there will be a budget committee established.
- There was a unanimous vote to approve the tentative budget.

**Fundraising Report**

Artesius discussed the fundraising event. He stated that we raised a total \$6,000 for the rent.



Mr. Birkett, Mr. Rhodes, and Mr. Miller provided financial contributions to assist Utopian with the understanding that the contributions would be refunded.

### **Unfinished Business**

Sharon provided information about the need for board members to serve on the committee. The following committees were developed:

- Fundraising/Finance: Bryant
- Enrollment: Sharon
- Technology: Terrence, Dr. Salter, Sharon
- Human resources (personnel grievances); Jay and Dr. Salter, Terrence
- Facilities: Oby, Jay, Bryant

Mr. Oby asked for an explanation of the committees. Artesius gave a brief overview of each committee.

### **Human Resources**

One vacancy exists (6<sup>th</sup>/7<sup>th</sup> Grade Science Teacher).The position will be filled before the start of school.

## **New Business**

### **Enrollment**

289 students have been pre-registered. We now have to get the students to provide the enrollment documents. Parents began enrolling students today. The office manager will go through the list of parents to reach out to them to get them to enroll.

### **Board Training**

Training for the State Charter Schools Commission will be held July 10<sup>th</sup>. The authorizer has provided a no cost training. A financial boot camp will be held for the governing members. The training will take place at the school at 9:00am. It will be taught by an independent vendor from UGA

### **Community Day at Utopian**

Sharon stated that it would be a good opportunity to bring the parents in to help beautify the building. A discussion was held about having a back to school event or a community event to engage the parents. This event will be tabled for a later date. A suggestion was made to have the "Hands on Utopian".

### **Ribbon Cutting Ceremony**

A suggestion was made to hold the ribbon cutting ceremony 2 weeks into the school year. Sharon reached out to Jeff Turner to be a part of the school's ceremony.

### **Marketing**

Artesius indicated that t-shirts were donated with the logo. It has been a grassroots approach to marketing the school. Two primary vehicles (Chick Fi La and Clayton County Public library has been the public marketing so far.



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- Mr. Bryant suggested that the ribbon cutting should precede the community day.
- August 1: Open House
- Grand Opening: same as Hands on Utopian

Three things on the agenda that can be tabled

- Calendar
- Purchasing policies
- RFP progress for the lunch program.

A motion was made to table the aforementioned policies. Unanimous vote

Next meeting date:

Special Called Meeting

July 16<sup>th</sup> next meeting

### **Adjournment**

Dr. Salter made a motion to adjourn the meeting

It was seconded.

Meeting adjourned at 8:22pm