

**MEETING MINUTES**

**Name of Foundation:** North Carolina Charter Educational Foundation, Inc.  
**Schools:** Cabarrus Charter Academy  
Iredell Charter Academy  
Langtree Charter Academy  
Kannapolis Charter Academy

<b>Date:</b>	<b>Next Meeting:</b>	<b>Next time:</b>
August 23, 2017	September 27, 2017	4:00 p.m.
<b>Meeting Location:</b>		
Langtree Charter Academy, 154 Foundation Ct., Mooresville, NC 28117		

<b>Attended by:</b>	
<b>Board Members:</b> Barbra Bryan Wayne Turner Jessica Rainstein Talitha McGuinness Beth Compton Ivonne Reed	<b>Other Attendees:</b> Andrea Lopresti, Iredell Charter Academy, Principal Christopher Scholl, Langtree Charter Academy (Upper Campus), Principal Ann Nivens, Langtree Charter Academy (Lower Campus), Principal Katrina Samuels, Kannapolis Charter Academy, Principal De'Shaunda Hampton, Cabarrus Charter Academy (Lower Campus) – Principal Alicia McCree, Cabarrus Charter Academy (Upper Campus) – Principal Joel County, Regional Director of Education, CSUSA Erin Lanoue, Director of Education, CSUSA David Dubbin, Director of Financial Analysis, CSUSA Lindsey Lennon, Controller of Schools, CSUSA Ava Alexander, Regional Financial Analyst – NC, CSUSA Madeline Keeter, Governing Board Manager, CSUSA Donna Rascoe, Board Attorney Members of the Public
<b>Not Present:</b> Beth Allen	

**CALL TO ORDER**

Pursuant to public notice, the North Carolina Charter Educational Foundation board meeting commenced at 4:08 p.m. with a Call to Order by Board President Barbra Bryan. Roll call was taken and quorum established.

**I. Administrative**

Approval of Agenda

- The board reviewed the agenda as presented.

**MOTION: Motion was made by Talitha McGuinness and seconded by Wayne Turner to approve the agenda. Motion passed unanimously.**

Approval of July 26, 2017 Meeting Minutes

- The board reviewed the minutes from the previous meeting.

**MOTION: Motion was made by Ivonne Reed and seconded by Talitha McGuinness to approve the minutes of the July 26, 2017 meeting. Motion passed unanimously.**

## II. CSUSA Reports

### School Progress Reports

- Cabarrus Charter Academy
  - Ms. McCree reviewed the end of year test scores and shared that the Upper School will focus on data driven instruction and there will be weekly data reviews with instructional staff. The tutoring program will begin earlier than last year. The Upper School is fully staffed and focusing on ways to improve school climate and culture.
  - Ms. Hampton shared that the goals for the coming year include a focus on academic growth and bringing on new intervention tools such as DreamBox. Board President Barbra Bryan praised the administration for considering new tools to help students achieve growth.
  - Enrollment at the Upper School is 313 and at the Lower School is 676.
  - The board requested school administration and CSUSA to hire one nurse for each of the two campuses as soon as possible.
  
- Iredell Charter Academy
  - Dr. Lopresti reviewed data and goals for the year including a focus on fundamentals for their students. Recent professional development for staff focused on tier one basic instruction. Administration will increase observations and walk throughs to help support these goals. The EC population at the school is growing. The bus system is being utilized and is already at capacity. Board members asked about the bus routes and there was discussion surrounding finding additional funding sources to provide more options.
  - Dr. Lopresti shared that the school has continued their partnership with UNC Charlotte and the new teacher program.
  - Enrollment to date is 501 and the building is fully staffed.
  
- Kannapolis Charter Academy
  - Mrs. Samuels reported there was strong growth from winter to spring; extended day tutoring starts in September; and there will be a strong focus on intervention in math this year.
  - Current vacancies include a co-teacher and an EC teacher.
  - Enrollment is currently at 502.
  - The board asked about the transportation system which has been well utilized and discussed other options for funding, including applying for the new grants approved by the legislature this past session.
  
- Langtree Charter Academy
  - Mr. Scholl shared that the school will spend a lot of time focusing on growth as initial numbers for the school were not where they expect them to be. NWEA baseline testing started today.
  - Dr. Nivens reported her focus in the first few days has been to work on the school culture and staff. The school held a Cambridge training session over the summer and is implementing a school improvement team.

Additionally, there is a focus on enrichment activities that focus on the total child and not just academics. The board thanked and welcomed Dr. Nivens.

- The buildings are fully staffed and enrollment is 599 for the Upper School and 910 for the Lower School.
- The board expressed their support for all the administrators at each school and hope that their first week of classes goes well.

### III. Old Business

#### Updated Parent and Family Engagement Policy

- The board reviewed the updated policy with their legal counsel. Legal counsel discussed the edits made since the last meeting and reminded the board that they passed a motion previously to approve the policy pending final approval by legal counsel.

### IV. New Business

#### Parent Organization Policy and Fundraising Policy

- The board reviewed the two policies and discussed the feasibility of putting these policies into place now that the school year is underway. Board President, Barbra Bryan suggested they could be fully implemented by the end of the first quarter.
- The board requested an amendment to section A to make clear that fundraising shall require board approval.
- The board requested that a representative from each PTC come before the board and report on their activities to date and what their plans are going forward. An update at the September 27th meeting was requested.

**MOTION: Motion was made by Wayne Turner and Ivonne Reed to approve the Parent Organization Policy reflecting the change to Section A, Number 4 that the board must give prior approval for fundraising activities. Motion passed unanimously.**

**MOTION: Motion was made by Talitha McGuinness and seconded by Jessica Rainstein to approve the Fundraising Policy as presented. Motion passed unanimously.**

### V. Public Comment

- The Langtree Charter Academy PTC President attended and shared her excitement and willingness to work with the board as it relates to fundraising activities.

### VI. Adjournment

**MOTION: Motion was made by Wayne Turner and seconded by Ivonne Reed to adjourn the meeting of the North Carolina Charter Educational Foundation. The motion passed unanimously. Meeting adjourned at 5:40 p.m.**

  
Beth Compton, Board Secretary

Date: 12/7/17