

**MEETING MINUTES**

**Name of Foundation:** North Carolina Charter Educational Foundation, Inc.  
**Board Meeting:** November 28, 2018  
**Schools** Langtree Charter Academy  
Cabarrus Charter Academy  
Iredell Charter Academy  
Kannapolis Charter Academy

<b>Attended by:</b>	
<b>Board Members:</b> Ivonne Reed Jessica Rainstein Beth Compton Wayne Turner Beth Allen Martin Conway Patrick Griffin	<b>Other Attendees:</b> Chuck Nusinov, State Director, CSUSA Sandy Castro, Deputy State Director, CSUSA Donna Rascoe, Esq., Board Legal Counsel Christopher Scholl, Principal - Langtree Upper School Shane Lis, Principal – Langtree Charter Academy Andrea Lopresti, Principal – Iredell Charter Academy Jennifer Wilson, Principal in Training – Iredell Charter Academy Sheena Miracle, Principal – Cabarrus Charter Academy Gabr’l Stackhouse, Principal – Kannapolis Charter Academy Ava Alexander, Financial Analyst, CSUSA Oscar Hidalgo, Financial Analyst, CSUSA Lechyana Knight, Manager, Financial Planning & Analysis, CSUSA Candace Gatewood, Enrollment Specialist, CSUSA

**CALL TO ORDER**

Pursuant to public notice, the North Carolina Charter Educational Foundation board meeting commenced at 4:18 p.m. with a Call to Order by board President Wayne Turner. Roll call was taken and quorum established.

**APPROVAL OF AGENDA**

**MOTION:** Motion was made by Beth Allen and seconded by Jessica Rainstein to approve the agenda changing the order of closed session and board development for after the financial report. Motion passed.

**I. PUBLIC COMMENT**  
None

**II. FINANCIAL REPORT**  
- **October Financials**

Ava Alexander reviewed the October financials with the board.

**MOTION:** Motion was made by Beth Allen and seconded by Beth Compton to approve the October financials as presented. Motion passed unanimously.

- **Proposed Budget Amendments**

Board members were provided with a draft of the amended budget for review and will plan to vote on the amended budgets in January. Meanwhile, board members were asked to submit any questions to Ms. Alexander prior to the January meeting.

### III. BOARD DEVELOPMENT

**MOTION:** Motion was made by Beth Allen and seconded by Beth Compton to elect Patrick Griffin and Martin Conway to the board for a 3-year terms. Motion passed unanimously.

### IV. CLOSED SESSION

**MOTION:** Motion was made by Beth Compton and seconded by Jessica Rainstein to go into closed session to discuss a confidential student matter and a personnel matter. Motion passed unanimously.

No action was taken in closed session.

**MOTION:** Motion was made by Beth Compton and seconded by Beth Allen to return to open session. Motion passed.

**MOTION:** Motion was made by Ivonne Reed and seconded by Jessica Rainstein to approve the hiring of Keith Isham at Langtree Upper School. Motion passed unanimously.

### V. SCHOOL REPORTS

#### CABARRUS CHARTER ACADEMY

- **Enrollment Update**  
Enrollment was reported at 519 at the Lower Campus and 267 at the Upper Campus. 40 Kindergarten applications have already been received for next school year.
- **Academic Update**  
NCDPI check ins are being done, half-day planning sessions are planned to analyze data and to better personalize instruction to close gaps faster. Strategic planning sessions planned for Upper Campus to work on vertical alignment to close gaps quicker for students. Varsity basketball and cheerleading has started up. Enrollment campaign includes yard signs and postcard mailing. Holiday events are planned which include drama, music, and the drum line.
- **Capstone Project**  
Ms. Miracle reviewed the highlights of the Capstone (Senior Project) with the board.
- **Beginning Teacher Support Plan**  
Board members reviewed the highlights of the Beginning Teacher Support Program Plan for Cabarrus Upper School. The full plan will be presented at the January meeting for approval.
- **Fundraising Approvals.**

**MOTION:** Motion was made by Ivonne Reed and seconded by Jessica Rainstein to approve the three fundraising proposals presented. Motion passed.

- **Fundraising Reporting Update**  
Board members reviewed the monthly fundraising reporting update. Beth Allen suggested a few tweaks to the document so there would be a good audit trail showing deposit dates and check numbers for purchases. She also suggested that clear advertising is to be done so that donors know what they are giving money for and that the fundraising policy is being followed.

## **KANNAPOLIS CHARTER ACADEMY**

- **Enrollment Update**

Enrollment was reported at 520 students. 48 applications have already been received for next school year.

- **Academic Update**

NC check-ins are being done, teachers and administrators are digging into the data to identify gaps and work to meet the needs of all scholars. A school-wide community project for Thanksgiving meals was held. KCA has built community partnerships with Amazon, Discovery Place Kids, and Walmart. School wide celebrations for academic success continue with Noble Knight Lunch with the Principal.

- **Beginning Teacher Support Plan**

Board members reviewed the Beginning Teacher Support Plan for KCA.

**MOTION: Motion was made by Jessica Rainstein and seconded by Beth Allen to approve the Beginning Teacher Support Plan for KCA. Motion passed unanimously.**

- **Fundraising Approvals**

**MOTION: Motion was made by Beth Allen and seconded by Jessica Rainstein to approve the fundraisers presented. Motion passed unanimously.**

- **Fundraising Reporting Update**

Board members reviewed the monthly fundraising reporting update for KCA.

## **IREDELL CHARTER ACADEMY**

- **Enrollment Update**

Enrollment was reported at 674 students. 65 applications have already been received for next school year.

- **Academic Update**

ICA is focusing on analyzing data with a focus on K-2, evaluating online programs and curriculum. The world language program is growing. NWEA testing starts next week. CRTs are collaborating with technology teachers so no time is taken away for testing. This will be done during "tech" time. K-8 will be done before winter break. Focusing on the standards. 5 ICA teachers are participating in the National science conference in Charlotte. Operation Elf community project is underway with a stocked food pantry and cultural events are planned during lunchtime.

- **Beginning Teacher Support Plan**

Board members reviewed the Beginning Teacher Support Plan.

**MOTION: Motion was made by Beth Allen and seconded by Beth Compton to approve the Beginning Teacher Support Plan for ICA. Motion passed unanimously.**

- **Fundraising Reporting Update**

Board members reviewed the monthly fundraising reporting update for ICA.

## **LANGTREE CHARTER ACADEMY**

- **Enrollment Update**

Enrollment was reported at 835 students at the Lower Campus with 88 applications received for next school year. Upper Campus enrollment was reported at 796 students with 55 applications received for next school year.

- **Academic Update**

Students are working on NC check-ins, data chats are happening to determine how we get better. NWEA benchmarks showing 80% proficiency which is up from last year. Langtree is gearing up for the upcoming Science Fair. Seniors are working on their Capstone Projects, planning prom, planning graduation and various community activities. Fall sports are finished and Winter sports have begun. A Veterans Day celebration was held, students participated in the Mooresville Parade and will also be participating in Christmas in Davidson with the orchestra and chorus and the Fine Arts Patrons will be hosting a booth.

- **Fundraising Reporting Update**

Board members reviewed the monthly fundraising reporting update for ICA.

- **Board's Response to PTC Policies and Procedures**

After a review of the policies and procedures presented to the board by the PTC at a previous meeting, the board agrees that their policies and procedures as written do not correctly reflect the boards policy for the PTC therefore have asked that the PTC review their existing policies and procedures and revise them to be more in line with the board's policy.

- **Fundraising Reporting Update**

Board members reviewed the monthly fundraising reporting update for Langtree.

## **VI. OLD BUSINESS**

None

## **VII. NEW BUSINESS**

None

## **VIII. ADMINISTRATIVE**

- **Approval of October 24, 2018 Meeting Minutes**

**MOTION: Motion was made by Beth Compton and seconded by Beth Allen to approve the minutes of October 24, 2018. Motion passed unanimously.**

- **Approval of November 16, 2018 Meeting Minutes**

**MOTION: Motion was made by Beth Compton and seconded by Jessica Rainstein to approve the minutes of November 16, 2018. Motion passed unanimously.**

- **Strategic Planning Highlights**

Chuck Nusinov reviewed the highlights of the strategic planning meeting held on November 16<sup>th</sup>. A following meeting will be planned for last week in January or first week in February.

## **IX. ADJOURNMENT**

**MOTION: Motion was made by Beth Allen and seconded by Beth Compton to adjourn the North Carolina Charter Educational Foundation board meeting. Motion passed.**

The next meeting is scheduled for January 23, 2019 at Cabarrus Upper School.

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Beth Compton, Board Secretary

Date: \_\_\_\_\_