

MEETING MINUTES

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

Date:	Next Meeting:	Next time:
January 24, 2018	February 28, 2018	4:00 p.m.
Meeting Location:		
Cabarrus Charter Academy, Upper School, 7550 Ruben Linker Rd. NW, Concord, NC 28027		

Attended by:	
<p>Board Members: Barbra Bryan Talitha McGuinness Wayne Turner Jessica Rainstein Ivonne Reed Beth Allen</p> <p>Not Present: Beth Compton</p>	<p>Other Attendees: Jennifer Wilson, Iredell Charter Academy, Principal in Training 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 Sandy Castro, Deputy State Director, CSUSA Leah Dellicarpini, NEI Project Manager Ava Alexander, Regional Financial Analyst – NC, CSUSA Myrna Laine Hyppolite, VP FP&A, CSUSA Jon Hage, CEO & President, CSUSA Richard Page, Chief Impact Officer, CSUSA Mitch Wise, VP Business Development and Enrollment, CSUSA Sherry Hage, Noble Education Initiative Madeline Keeter, Regional Governing Board Manager, CSUSA Donna Rascoe, Board Attorney</p>

CALL TO ORDER

Pursuant to public notice, the North Carolina Charter Educational Foundation board meeting commenced at 4:02 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 Ivonne Reed and seconded by Jessica Rainstein to approve the agenda, with the amended change of adding closed session to discuss a legal matter after old business. Motion passed unanimously.

Approval of November 29, 2017 Meeting minutes

- The board reviewed the minutes from the previous meeting and deferred approval until the next meeting due to multiple edits.

Approval of December 18, 2017 Special Meeting minutes

- The board reviewed the minutes from the December 18, 2017 special meeting.

MOTION: Motion was made by Talitha McGuinness and seconded by Jessica Rainstein to approve the minutes of the December 18, 2017 special meeting amending the motion at the end of closed session to read: "terminate employment [...] if the employee does not resign". Motion passed unanimously.

Approval of January 2, 2018 Special Meeting minutes

- The board reviewed the minutes from the January 2, 2018 special meeting.

MOTION: Motion was made by Wayne Turner and seconded by Ivonne Reed to approve the minutes of the January 2, 2018 special meeting amending the motion coming out of closed session to read "[...] regarding the student discussed in closed session". Motion passed unanimously.

II. CSUSA Reports

Approval of November 2017 Financials

- The board reviewed the highlights of the year to date financials for November 2017 with Ava Alexander, Regional Financial Analyst.
- Based upon a request from the board, CSUSA has reviewed the Before and After care accounts for all 4 schools. Participation in the Before and After care program has increased in all schools and the forecasts were adjusted to reflect this update.
- Although the schools are benefiting from increased Before and After care participation from last year, the FY 18 budgets were built based on full enrollment participation. CSUSA is still reviewing the Before and After care analysis for Langtree. Once the analysis is completed, CSUSA will share results.
- Principal Nivens, Langtree Charter Academy, shared some data with the board that she received from her Before and After Care Director. The board asked Dr. Nivens work with Ms. Alexander on the analysis together.

MOTION: Motion was made by Beth Allen and seconded by Ivonne Reed to approve the November 2017 Financials for all schools. Motion passed unanimously.

School Progress Reports

- Principal Scholl reported that initial testing at Langtree Upper School is not where they want their students to be and they will be working very hard on raising both their growth and performance scores. Recommitment rates seem to be lower than previous years and they are working on a partnership with the local community college to help increase enrollment.
- Principal Nivens reported that NWEA testing results at Langtree Charter Academy has been positive, but she knows they can do better in overall proficiency. There has been a schedule change for 3rd-5th grade to add an additional 30 minutes of small group support to prepare for testing. Enrollment is going well, with 975 recommitments and 401 applications. They will continue to actively recruit.

- Principal McCree shared that Cabarrus Upper School is working every day on their continuous improvement plan. The school is using released EOG as baseline data to develop remediation groups with a focus on low level 2 and 3 students. Enrollment is currently at 332 with 270 recommits, 135 pending recommitments and only 4 saying they will not return. The staff is engaged with marketing efforts, including making personal phone calls to families.
- Principal Hampton reported that NWEA growth at Cabarrus Charter Academy has greatly improved compared to last year and that the new math program that was instituted is making a big difference, as is the new reading enrichment program. Current new applications at the school are 306 with total recommitments at 461 and 613 currently enrolled.
- Principal Samuels, Kannapolis Charter Academy, shared that she was pleased that there was not as much of a dip in the winter assessment numbers as there had been last year. Administration is focused on 3rd grade by holding remediation individually in small groups with instruction led by the Principals. Currently, the school has 431 recommitments.
- Dr. Andrea Lopresti shared that current enrollment at Iredell Charter Academy is going well with 455 recommitments, and 252 new applications. The school is still pushing marketing efforts and will be presenting to the Troutman Town Council in two weeks.
- Principal in Training, Jennifer Wilson, shared NWEA testing updates for Iredell Charter Academy. Proficiency is not where they want it to be, but growth is very good. They are looking very closely at the data by cohort, and students are making gains in the right places. Saturday tutoring begins this week, and parents are invited to learn how to help their children during testing.
- The board discussed the school dashboards previously used for reporting and asked that CSUSA bring them back with modifications for their meetings going forward.

III. Old Business

Fundraising Activities

- Ms. Castro presented the updated process for fundraising activities. The forms were not altered much, but the process and policies were shared with all SOAs and Principals. Ms. Castro also met with various PTC Presidents to ensure alignment.
- Going forward, the Principal will approve fundraising events by parent organizations, and the Principal will bring them to the board for final approval. The packet will include an ongoing worksheet to track events which shows the goal and actual amount of money raised. The board will also receive the internal funds report from QuickBooks once the migration is completed for each school.
- Ms. Castro reinforced the cash handling process and procedures in the school with both the SOAs and Principals.
- The Board wants to ensure the parent organization policy is followed and reiterated that parent groups must provide the board information about their organization prior to the approval of any fundraising activities.
- Additionally, the Board asked to ensure that cash handling procedures are adhered to in all areas of the school, including before and after care.
- Board Member Wayne Turner asked to ensure that the funds raised are spent for what they are intended. Ms. Castro reiterated that there is now a layer of accountability to the PTC between the Principal and SOA to ensure this.

IV. New Business

- There was no new business.

V. Public Comment

- There was no public comment.

MOTION: Motion was made by Talitha McGuinness and seconded by Ivonne Reed to go into closed session to discuss a legal matter with their attorney. Motion passed unanimously.

No action was taken in closed session.

MOTION: Motion was made by Talitha McGuinness and seconded by Jessica Rainstein to go back into open session. Motion passed unanimously.

MOTION: Motion was made by Jessica Rainstein and seconded by Talitha McGuinness to go into closed session to discuss confidential personnel matters pursuant to G.S. 115C-218.25 to consider the qualifications and conditions of initial employment for teacher candidates. The motion passed unanimously.

No action was taken in closed session.

MOTION: Motion was made by Wayne Turner and seconded by Ivonne Reed to return to open session. Motion passed unanimously.

MOTION: Motion was made by Wayne Turner and seconded by Jessica Rainstein to approve the following new hires at Cabarrus Charter Academy, Upper School:

Climmie Lewis, Special Education Teacher
Gerrica Spencer, Math Teacher

Motion passed unanimously.

MOTION: Motion was made by Ivonne Reed and seconded by Jessica Rainstein to approve the following new hires and Langtree Charter Academy, Upper School:

Gregory Albert, Music Teacher
Travis Cocrane, Enrichment Teacher
Kimberly Davis, Middle School ELA Teacher
Jessica Heisler, Special Education Teacher
Dana Sloup, Special Education Teacher
Tiffany White, Special Education Teacher

Motion passed unanimously.

MOTION: Motion was made by Ivonne Reed and seconded by Talitha McGuinness to approve the following new hires at Langtree Charter Academy:

Magdalena Sztabowska, Special Education/ESE Teacher
Molly Maginnis, 3rd Grade Teacher
Haysha Grennan, 1st Grade Teacher
Erica Channing, 4th Grade Teacher

Savannah Atkins, Kindergarten Teacher
Amy Hendricks, 3rd Grade Teacher
Sarah Wheeler, 3rd Grade Teacher

Motion passed unanimously.

VI. Adjournment

MOTION: Motion was made by Wayne Turner and seconded by Jessica Rainstein to adjourn the meeting of the North Carolina Charter Educational Foundation. The motion passed unanimously and the meeting adjourned.



Beth Compton, Board Secretary

Date: 4/25/18