

MEETING MINUTES

Name of Foundation: North Carolina Charter Educational Foundation, Inc.
Name of School: Langtree Upper School
Meeting Date: June 26, 2019

Attended by:	
Board Members: Beth Allen Martin Conway Patrick Griffin Ivonne Reed Wayne Turner Absent: Beth Compton Jessica Rainstein	Other Attendees: Ava Alexander, Regional Financial Analyst, CSUSA Shauna Bell, Governance Board Manager, CSUSA Sandy Castro, Deputy State Director, CSUSA Ann Cesena, Principal – Langtree Charter Upper Academy Oscar Hidalgo, Regional Financial Analyst, CSUSA Myrna Laine-Hyppolite – VP Finance, CSUSA Shane Lis, Master Principal – Langtree Charter Academy Renee Michels-Ford – Carolina State Finance Director Donna Rascoe, Esq., Board Attorney Gabr’l Stackhouse, Principal – Concord Lake STEAM Academy Jennifer Wilson, Principal-in-Training – Iredell Charter Academy

<u>Board Member</u>	<u>Position</u>	<u>Term Expiration Date</u>
Wayne Turner	President	5/1/2021
Beth Compton	VP & Secretary	5/1/2021
Beth Allen	Treasurer	5/1/2021
Ivonne Reed	Director	5/1/2021
Jessica Rainstein	Director	5/1/2021
Patrick Griffin	Director	12/1/2021
Martin Conway	Director	12/1/2021

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 6:11 p.m. with a Call to Order by Board Chairman, Wayne Turner. Roll call was taken, quorum was established, and agenda was approved.

Shane Lis introduced Ann Cesena, New principal of Langtree Charter Upper Academy
 Sandy Castro introduced Shauna Bell – Board Governance Manager, CSUSA

I. Public Comment

None

II. Administrative

- **Approval of Agenda**

MOTION: Motion was made by Martin Conway and seconded by Ivonne Reed to approve the agenda. Motion passed unanimously.

- **Approval of May 22, 2019 Minutes**

MOTION: Motion was made by Martin Conway and seconded by Ivonne Reed to approve the minutes of the May 22, 2019 meeting pending edits recommended by Donna Rascoe. Motion passed unanimously.

- **Charter School Renewal Notification**

The charter contracts for Iredell Charter Academy and Concord Lake STEAM Academy are up for renewal in 2021. DPI has requested an official letter from the Board to request the renewal for the charter. Ms. Castro reviewed the renewal process with the board.

MOTION: Motion made by Martin Conway and seconded by Patrick Griffin to request a renewal from DPI of the charter contracts for Iredell Charter Academy and Concord Lake STEAM. Motion passed unanimously.

III. Financial Report

- **May Financials**

Ava Alexander presented the May financials for review.

MOTION: Motion was made by Beth Allen and seconded by Martin to approve the May Financials as presented. Motion passed unanimously.

- **2019-2020 Annual Budgets**

Ava Alexander reviewed the changes made to the budget from the last meeting. Board members reviewed and discussed changes.

MOTION: Motion was made by Beth Allen and seconded by Martin Conway to approve the Preliminary 2019-20 Budget as presented. Motion passed unanimously.

Beth Allen informed Donna Rascoe of an email from Cindy Calvert that states the audit contracts will be changing. In the future, the audit for the foundation and schools will be in one statement. The board should have an audit contract to review and approve by next meeting.

IV. Enrollment & Marketing Updates

- **Cabarrus Charter Academy (Upper & Lower)**

- Sandy Castro provided an update on the enrollment and marketing plan to increase enrollment. School leadership is using existing families to attract additional students.

- **Langtree Charter Academy (Upper & Lower)**

- Shane Lis discussed recent information session – 22 families attended. Also shared upper and lower targets, along with upcoming events scheduled to attract additional families.
- **Iredell Charter Academy**
 - Jennifer Wilson discussed enrollment numbers and upcoming activities to further engage the community.
- **Concord STEAM Academy**
 - Gabr'l Stackhouse discussed enrollment information and additional activities that can be done to increase marketing and dispel misunderstanding with school.

V. School Report

- **Langtree Charter Academy (Upper & Lower)** – Update provided by Shane Lis
 - Graduated the 1st class for the school.
 - There was a change in leadership at Upper and an Associate Principal was hired for lower.
 - Surveyed parents, students and staff about master schedule – switching to semester model with changes to start time but not course selection. Students will have access to more elective, teachers will have smaller caseload. Will be able to provide graduation for Juniors and Seniors. There will be no impact to the budget. Handbook available next month.
- **Cabarrus Charter Academy (Upper & Lower)** – Update provided by Sandy Castro
 - Murals being installed on campus as a beautification project
 - Training for AVID in process
 - Student retesting
 - Marketing events are underway to increase enrollment
 - Free physical workshop happening and coaches are training.
- **Iredell Charter Academy** – Update provided by Jennifer Wilson
 - Finished summer retesting for EOG – each had gains.
 - In the process of prepping for 19-20 school year.
 - Two teachers at units of study PD in NY – expectation is 100% implementation of workshop model
 - K-8 summer reading challenge
 - Implementing attendance incentive -
- **Concord Lake STEAM Academy** – Update provided by Gabr'l Stackhouse
 - The school has been running K-5 reading camp since June 10
 - Attended PI last week and in the process of completing instructional focus calendar
 - School community is excited with the name change and integration of STEAM into the school

VI. Old Business

- Strategic planning session will be combined with the July 24th board meeting, and will be held at SpringHill Suites in Mooresville.

VII. New Business

The board reviewed handbooks and requested changes are brought back for approval during the next meeting.

- **Cabarrus Charter Academy Handbook**
The board took no action
- **Cabarrus Upper School Handbook**
The board took no action
- **Iredell Charter School Handbook** – Jennifer Wilson provided an update of changes and Donna Rascoe provided feedback.
- **Concord Lake STEAM Academy Handbook** – Gabr'l Stackhouse discussed changes and the board reviewed.
- **Concord Lake STEAM AIG Plan**
Gabr'l Stackhouse discussed the AIG plan. Discussion occurred around the comparison of this plan and that of the other schools. Board agreed to table the AIG discussion until the August meeting.

Wayne Turner inquired whether there was a conflict of interest if a board member taking a stipend for coaching. If disclosed and approved by board members should be ok.

Wayne Turner handed out the resume of an individual interested in becoming a member of the Board. Will discuss at the July meeting.

Shane Lis asked about a board policy for fundraising. Will discuss at strategic planning meeting in July. For the 2019-20 school year, the Board will look at September and October fundraising options in August and look at February and March in January.

VIII. Personnel Update

MOTION: Motion was made by Beth Allen and seconded by Martin Conway to go into closed session for personnel matters pursuant to G.S. 115C-218.25. Motion passed unanimously.

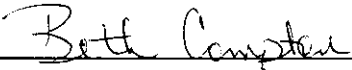
No action was taken in closed session.

MOTION: Motion was made by Patrick Griffin and seconded by Beth Allen to return to open session. Motion passed unanimously.

IX. Adjournment

MOTION: Motion was made by Beth Allen and seconded by Patrick Griffin to adjourn the North Carolina Charter Educational Foundation board meeting. Motion passed unanimously. The meeting adjourned at 7:13 p.m.

Next Meeting Date: The next meeting is scheduled for Wednesday, July 24, 2019 Langtree Charter Academy – Lower Campus.



Beth Compton, Board Secretary

10/2/19

Date