

CCA-CFA Board of Directors  
 Strategic Planning Meeting  
 Wednesday, April 20, 2016  
 9:00 AM, McNair Library, Greensboro, NC  
 Approved Minutes

I. Call to Order

Time: 9:15 AM

- Member Attendance:

	Marv Allison	Molly Bristol	Scot Conklin	Karla Hall	Jay Hawkins	Paul Stanfield	Keyon Whiteside
7/21	T	P	P	P	-	P	P
8/13	P	P	P	P	-	P	P
9/4	A	P	P	P	-	P	T
9/15	P	P	P	P	-	P	P
9/25	T	P	P	P	-	P	T
10/14	A	P	P	P	-	P	T
10/27	P	P	P	P	-	P	P
10/30	T	P	T	P	-	T	A
11/9	A	P	T	P	-	T	T
11/17	T	P	P	P	-	P	P
11/30	T	P	P	P	P	P	A
12/7	T	T	P	P	T	A	T
12/15	P	P	P	P	P	P	P
1/19/16	T	P	P	P	P	P	T
1/28	A	T	T	T	T	T	T
2/1	T	P	P	P	P	P	A
2/11	T	P	T	P	T	A	A
2/16	P	P	P	P	P	P	T
2/22	T	P	T	P	T	T	A
2/29	T	T	T	P	T	T	A
3/16	T	P	P	P	P	P	A
4/19	P	P	P	P	P	P	P
4/20	P	P	P	P	P	P	A

Staff in attendance: Joe Caraher, Allyson Waller, Matthew Pugh.

Others in attendance: Tony Wilkins (potential board member), Christina Blake

Motion by Scot Conklin to approve the agenda.

Second by Paul Stanfield.

All in

- II. Information from prior strategic planning meetings was distributed prior to the meeting for board member review.

### III. Goals of Strategic Planning Meeting and Actions

Board discussed goals for today's meeting with relation to agenda items.

Molly Bristol arrived at 9:30.

Board discussed the proper "level" to set goals so that they be strategic (rather than operational) and have the characteristics of "SMART" goals.

In terms of activities initially suggested for the planning session, the following additions/revisions were made:

- Internal board assessment would include conversation about effectiveness of current board function.
- Approvals for Administration would be discussed at a later date.
- Academic Assessment may need some other metrics given high school addition beyond current 80% NWEA growth goal. Also need to determine definition of and degree of compliance of CK implementation.
- Budget Projections might be handled by Finance committee based on goals as determined by the board. Some of the goals are likely connected to bond requirements. We also want to determine new modes of revenue generation.
- Staffing Needs for 1-3 Years might be constructed by Director based on Strategic planning goals. Current projects require addition of K, 1<sup>st</sup>, 6<sup>th</sup>, and 10<sup>th</sup> grade teachers.
- Facility Update/Progress Review - a tour of the facility will follow the Strategic Planning meeting for a facility update.

### IV. Internal Board Assessment Discussion

- The board engaged in a discussion of current board effectiveness including mention of achieving trust and the impact of distrust, good communication and transparency, mutual respect among board members and administrators, and balancing governing and managing by the board. The discussion gave board members and administrators a chance to express their concerns, their experiences, and their suggestions. Molly Bristol suggested Karla Hall not renew her term and step down as president.

### V. Administrative Guidance was tabled as indicated earlier.

Attendees separated into two teams to discuss goals in the areas of Academics and Finances (as planned in the agenda). The groups focused on high level measures since data was limited.

### VI. Academic Assessment

- In addition to current 80% growth goal, the following metrics constitute an initial list for consideration by the Academic committee and the board.
  - ACT growth (short term goal)

- Graduation Rates (Long Term goal)
- Retention Rates (Long Term Goal)
- Assessing Post Graduate Measures (\$ offered/acceptances)
- % of students with 4.0 on AP and Leadership measures.

VII. Financial

- The following metrics and goals were proposed by the finance subgroup.
  - 1.2 Debt Service Coverage Ratio by 6/30/17
  - 100 Days Cash on Hand by 6/30/17
  - Save/Generate Monies for Endowment/Project/Other by 2019 for large project.
- Tony mentioned that their might be some opportunity to use athletic facilities that might be built in the district.

VIII. Staffing Projections and Needs was tabled as indicated earlier.

IX. Other:

- Motion by Scot Conklin to send to the Governance committee that Meaningful Parental Involvement extends to serving in governing roles of the school. Second by Karla Hall.  
All in favor, Motion passed without objection.
- Motion by Karla Hall to appoint Mr. Tony Wilkins to the Board of Directors to commence immediately with all the rights and privileges of a full Board Member of CCA-CFA.  
Second by Scot Conklin.  
All in Favor. Motion Passed without objection

X. Facility

- Group was scheduled to see Facility progress at Airport Center Drive. All members of Board and Administration team invited. For insurance and liability reasons the public was not invited. Group met at facility following meeting. No action was taken

Motion to adjourn by Karla Hall.

Time: 12:26 PM

Seconded by Scot Conklin.

All in favor. Motion passed without objection.

Minutes recorded by Molly Bristol and edited by Paul Stanfield.

Minutes submitted to the Board May 10, 2016 for review

Minutes Approved by the Board of Directors on May 17, 2016

Signed: 

Paul Stanfield, Secretary of the Board of Directors, CCA-CFA