

January 11, 2018

Regular Meeting of the Cornerstone Charter Academy Board of Directors

7800 Airport Center Drive, Greensboro, NC

Meeting Minutes

Attendance: Karla Hall, Jay Hawkins, Tony Wilkins, Erina Byers, Cyndie Swindlehurst

- I. Call to order
  - a. Karla Hall called meeting to order at 4:00
  
- II. Approval of the Agenda
  - a. Jay asked to move an item
  - b. Cyndie motion to approve agenda with revision, Tony 2<sup>nd</sup>, Unanimous
  
- III. Pledge of Allegiance
  
- IV. Mission statement—Jay
  
- V. Approval of Minutes from previous meetings
  - a. November 16, 2017—Erina motion/Jay 2<sup>nd</sup>/Unanimous
  - b. December 4, 2017—motion made by Tony to delay approval of minutes until revision, Cyndie 2<sup>nd</sup>/ Unanimous
  - c. Motion made to get minutes from strategic planning meeting Tony/Cyndie 2<sup>nd</sup>/Unanimous
  
- VI. Board officer positions
  - a. Nomination of new board member. Tony motion to accept Paul Stanfield as new board member. Discussion. Cyndie 2<sup>nd</sup>/ 4-1 Pass
  - b. Resignation of current board president from board president position. K. Hall read statement
  - c. Approval of new officers
    - i. Motion to accept Jay as board president—Tony/ Erina 2<sup>nd</sup>/ unanimous
    - ii. Motion to accept Tony as vice president—Cyndie/Jay 2<sup>nd</sup>/4-1 Pass
    - iii. Motion to accept Cyndie as secretary—Tony/Erina 2<sup>nd</sup>/unanimous
    - iv. Motion to accept Paul as treasurer—Tony/Cyndie 2<sup>nd</sup>/4-1 Pass
  - d. Jay reads statement as new board president
  
- VII. Presentations to the Board (delayed because of technical issue)

- a. Joe Caraher presents on vision statement, strategic planning, and the need for an ad hoc steering committee to work on strategic plan. Questions asked concerning the work of the committee and origins of the draft strategic plan

VIII. Updates on Open Items

- a. Committee membership—Tony moves to accept recommendations as slate. Motion withdrawn until changes made. Jay makes motion to add Karla to academic committee on slate. Jay reads slate. Tony makes a motion to accept the slate with changes/2<sup>nd</sup>/Unanimous
  - i. Finance Committee. Paul (chair), Jay
  - ii. Facilities Committee. Jay (chair), Tony
  - iii. Academic Committee. Cyndie (chair), Erina, Karla
  - iv. Governance Committee. Cyndie (chair), Tony
  - v. High School Planning Committee. Karla (chair), Paul
  - vi. Personnel Committee. All will serve as needed.
- b. Release of land purchase information—1.37 million for land, still in good financial position
- c. Investor call report given by Karla Hall

IX. New Business and Actionable Items

- a. Joe gives report on the new position/job description submitted. Questions asked about terms of the contract proposed. Question asked about budget for salary expense. Question asked about job title. Motion made to create the new position “Assistant Director of School and Student Development” by Cyndie/Tony 2<sup>nd</sup>/Unanimous
- b. Request for Ad Hoc steering committee for the strategic plan—Motion made to approve the committee as described with Paul as chair, Karla & Jay as board members by Tony/Cyndie 2<sup>nd</sup>. Discussion regarding interest, focus groups, committee size. Unanimous
- c. Discussion of board roles—Cyndie requests board to formally task governance committee with roles/responsibilities/operating principles as we move from founding board to sustaining board. Karla-no motion needed, governance already has permission.
- d. Release of staff and parent survey—Karla: surveys need to go out to committees first. T Motion to release surveys to committees first made by Tony/Jay 2<sup>nd</sup>/ unanimous
- e. OCS School Performance Report—Joe reports on compliance level and status.

X. Reports to the board

- a. President’s report—none
- b. Director’s report—submitted
- c. PTO report—none
- d. Finance committee report—submitted
- e. Governance committee report—Did not meet in December
- f. Academic committee report—Did not meet in December

- g. Facility committee report—Did not meet in December
  - h. High School planning committee—submitted
- XI. Public comments
- a. D. MacArthur, parent
  - b. T. Thayer, parent
  - c. J. Bryan, parent
- Erina Byers left @ 5:33
- XII. Executive Session
- a. Motion to enter executive session—Karla/Jay/unanimous enter into executive session at 5:33
- XIII. Return to open session at 6:15
- XIV. Calendar
- XV. Motion to adjourn Tony/Cyndie/unanimous @ 6:19

Minutes Submitted for the Record: February 12, 2018

Minutes Approved by the Board of Directors: February 15, 2018

Signed: Cyndie Swindlehurst  
Cyndie Swindlehurst, Secretary of the Board of Directors