

LLCA: CFA Board Minutes

January 12, 2017

Location: Lake Lure Classical Academy: A Challenge Foundation Academy, 1058 Island Creek Road, Lake Lure, NC 28746. Meeting held in room A-21.

Board Members present: Linda Turner, Gary Kling, Margery Sherrill, Tim Turner II, Mike Harrington, Clint Calhoun, and Michael Frierman.

Absent: Mr. Mark Hamann and Wolf Kutter

Teacher Representative Present:

Others present: Thomas Keever, and Brad White

1.) Call to Order by Mr. Tim Turner II

The Meeting opened at 5:32 pm.

2.) Pledge recited

3.) Mission Statement read aloud

4.) Approval of Agenda:

Mrs. Linda Turner made a motion to approve the agenda as presented. Second was made by Mr. Michael Frierman. The motion was unanimously approved.

5.) Approval of Minutes:

The December 15, 2016 minutes were presented for approval. Mr. Gary Kling made a motion to approve the minutes as presented. Second was made by Mrs. Linda Turner. The motion was unanimously approved.

6.) Public Comment: None

7.) School Director Report: Mr. Thomas Keever presented a report to the Board. The report is attached and will be posted to the website when the minutes are approved at the February 9, 2017 board meeting.

8.) LLCA School Improvement Team Chairperson: No report

9.) Committee Reports:

a. Board Development and Nominating: No report.

b. Finance:

Mr. Tim Turner II made a recommendation from the committee in the form of a motion to approve the budget as presented. The motion was unanimously approved.

c. Ad Hoc: Mr. Michael Frierman presented a report to the Board. The report is attached.

c. Grievance: No report.

d. Curriculum/Academic: No report

e. Personnel Committee Report: No report

f. Technology: Mr. Michael Frierman presented a report to the Board. The report is attached.

g. Policy & Operations: No report

h. Marketing: No report

i. Facility: Mr. Clint Calhoun presented a report to the Board. The report is attached.

11.) Other Business:

Team CFA Update: Mr. Gary Kling remarked that the 2017 Team CFA conference will be held in Big Sky, Montana from June 28, 2017 – July 1, 2017. The focus of the conference will shift from board members to teachers.

12.) The next three meetings will be February 9, 2017, March 9, 2017 and April 13, 2017.

13.) Adjourn: Mr. Gary Kling made a motion to adjourn. Second was made by Mr. Clint Calhoun. The motion was unanimously approved. The meeting adjourned at 6:15 pm.

The above minutes were approved by the Board of Directors on February 9, 2017.

**Lake Lure Classical Academy
Executive Director's Report**

To: LLCA Board of Directors
From: Thomas Keever
Date: January 22, 2017

Enrollment

Grade Level	Active Enrollment	Class Sizes	Withdrawals Since Last Report	New enrollees since Last Report
Kindergarten	33	17/16	3	2
1 st Grade	27	14/13	1	
2 nd Grade	26	13/13	1	
3 rd Grade	33	16/17		
4 th Grade	32	16/16		1
5 th Grade	26	15/11		
6 th Grade	18		1	
7 th Grade	39			
8 th Grade	43		2	1
9 th Grade	28		1	1
10 th Grade	32			
11 th Grade	26		1	
12 th Grade	22		1	
Total	385			

Elementary Update & Initiatives

Sheila Cuthbertson new teacher in 1st grade

Mid year map testing KG-5

Tutoring positions posted and interviews taking being scheduled.

Grade one has been assessed and now has a reading level for each student. All elementary students are assessed individually for reading level.

Secondary Update & Initiatives

All Seniors are now CPR and AED Certified. This is a NC Graduation requirement.

In the High School we are developing a four block schedule for the 2017-18 school year.

We are also in the process of working with ICC to offer more dual enrollment options.

The plans are to add three tracks for students.

1. Classical
2. Technical Prep
3. Four Year College Prep

All MS & HS Students met with their Advisers before Christmas Break to discuss their future classes, current grades, transcripts and attendance. During this meeting almost 60% of our 8th-11th grade students have indicated interest in the Four Year College/ICC Track and over 25% chose the Tech Prep Track.

We are preparing to discuss these future tracks with parents toward the end of January.

Important Dates:

- HS Exams - Jan. 18, 19 & 20 (subject to change due to two snow days)
- ICC Technical Tour - Jan. 26

Executive Director Summary

- ICC will conduct another Hospitality Class at LLCA starting February 6
- The order for Library Books was made with Follett Wednesday, January 11. The Destiny Software package was also purchased.
- We have launched "*The Week Ahead*," which highlights upcoming events. This goes out to the community Friday afternoon.
- Our first edition of *The Raptor Report* went out December 20. Future editions will be published the last school day each month. The purpose of this communication is to highlight the previous month, and announce events as needed. Both publications are sent via email, posted on Facebook and Web Page. We have received very positive feedback from parents.
- We will schedule parent meetings this month to outline the new options students have in high school graduation tracks. Dates and times to be determined.
- LLCA is putting on a Chili Cookoff as part of the Community Celebration to thank fire fighters- (be great to have a BOD chili entry...) The Chili Cook off will start at 12:00 until 3:00 at Rumbling Bald Resort.

Date: 12/13/2016
 Time: 11:09 am

LAKE LURE CLASSICAL ACADEMY
BUDGET REPORT (CONDENSED)
 From 11/1/2016 to 11/30/2016

	CURRENT BUDGET	MTD ACTIVITY	YTD ACTIVITY	BUDGET BALANCE	PERCENT REMAINING
REVENUE					
STATE REVENUE					
Rev - Summer Reading Program	\$19,484.83	\$0.00	\$19,484.83	\$0.00	0.00%
Rev - Charter Schools	\$2,437,498.00	\$204,562.33	\$1,061,640.18	\$1,375,857.82	56.45%
TOTAL STATE REVENUE	\$2,456,982.83	\$204,562.33	\$1,081,125.01	\$1,375,857.82	56.00%
LOCAL REVENUE					
Rev - Sales Tax	\$12,000.00	\$0.00	\$0.00	\$12,000.00	100.00%
Rev - Field Trip	\$30,000.00	\$820.85	\$2,690.10	\$27,309.90	91.03%
Rev - Contributions and Donati	\$5,000.00	\$8,050.00	\$25,052.00	\$(20,052.00)	-401.04%
Rev - Raise The Roof - 008	\$7,999.73	\$0.00	\$4,999.73	\$3,000.00	37.50%
Rev - Backpack Program - 015	\$0.00	\$0.00	\$300.00	\$(300.00)	0.00%
Rev - Contributions-Trans	\$3,500.00	\$275.00	\$2,175.00	\$1,325.00	37.86%
Rev - Interest Income	\$350.00	\$32.17	\$168.13	\$181.87	51.96%
Rev - Various	\$4,000.00	\$20.00	\$1,305.16	\$2,694.84	67.37%
Rev - Athletics	\$7,000.00	\$719.00	\$2,250.00	\$4,750.00	67.86%
Rev - Clubs	\$12,000.00	\$1,767.00	\$5,403.00	\$6,597.00	54.98%
Rev - Fund Balance Appropriate	\$470,939.46	\$0.00	\$0.00	\$470,939.46	100.00%
Rev - DOE Grant - 341	\$40,649.00	\$0.00	\$11,278.35	\$29,370.65	72.25%
Rev - Buncombe County	\$4,154.88	\$2,412.99	\$4,599.21	\$(444.33)	-10.69%
F & F - Buncombe County	\$150.00	\$58.03	\$99.19	\$50.81	33.87%
Rev - Cleveland County	\$642.72	\$64.43	\$193.29	\$449.43	69.93%
Rev - Henderson County	\$161,280.00	\$17,823.97	\$47,039.77	\$114,240.23	70.83%
Rev - McDowell County	\$2,590.40	\$275.80	\$825.48	\$1,764.92	68.13%
Rev - Polk County	\$164,534.40	\$16,052.78	\$58,672.39	\$105,862.01	64.34%
F & F - Polk County	\$2,750.00	\$0.00	\$430.75	\$2,319.25	84.34%
Rev - Rutherford County	\$305,084.64	\$50,859.00	\$126,136.00	\$178,948.64	58.66%
F & F - Rutherford County	\$2,700.00	\$640.00	\$1,245.00	\$1,455.00	53.89%
Rev - CFA Summer Conference	\$10,484.30	\$0.00	\$484.30	\$10,000.00	95.38%
Rev - CFA - Technology Grant	\$8,528.62	\$0.00	\$0.00	\$8,528.62	100.00%
Rev - CFA-Deferred-Grant	\$0.00	\$0.00	\$8,528.62	\$(8,528.62)	0.00%
Rev - Bright Ideas Grant	\$204.30	\$0.00	\$204.30	\$0.00	0.00%
Rev - Principal's Discr 620	\$8,613.09	\$0.00	\$9,253.09	\$(640.00)	-7.43%
Rev - Fundraising - 653	\$300.00	\$0.00	\$3,494.38	\$(3,194.38)	-1,064.79%
Rev - Fund Raising - LLO 200	\$500.00	\$0.00	\$0.00	\$500.00	100.00%
TOTAL LOCAL REVENUE	\$1,265,955.54	\$99,871.02	\$316,827.24	\$949,128.30	74.97%
FEDERAL REVENUE					
Rev - IDEA VI-B Handicap-060	\$67,306.00	\$13,524.91	\$13,524.91	\$53,781.09	79.91%
Rev - REAP - 091	\$9,395.40	\$0.00	\$937.40	\$8,458.00	90.02%
Rev - IDEA VI-B Spec Needs-118	\$1,649.08	\$0.00	\$899.08	\$750.00	45.48%

Date: 12/13/2016
 Time: 11:09 am

LAKE LURE CLASSICAL ACADEMY
BUDGET REPORT (CONDENSED)
 From 11/1/2016 to 11/30/2016

	CURRENT BUDGET	MTD ACTIVITY	YTD ACTIVITY	BUDGET BALANCE	PERCENT REMAINING
TOTAL FEDERAL REVENUE	\$78,350.48	\$13,524.91	\$15,361.39	\$62,989.09	80.39%
FUND 5 REVENUE					
Rev - Before & After Care	\$3,500.00	\$932.00	\$2,147.00	\$1,353.00	38.66%
TOTAL FUND 5 REVENUE	\$3,500.00	\$932.00	\$2,147.00	\$1,353.00	38.66%
TOTAL REVENUE	\$3,804,788.85	\$318,890.26	\$1,415,460.64	\$2,389,328.21	62.80%
EXPENSES					
1. Salaries & Bonuses	\$1,787,077.29	\$152,689.49	\$727,852.36	\$1,059,224.93	59.27%
2. Benefits	\$461,119.49	\$33,789.51	\$168,370.09	\$292,749.40	63.49%
3. Books & Supplies	\$123,673.74	\$5,576.50	\$72,569.78	\$51,103.96	41.32%
4. Technology	\$25,000.00	\$250.00	\$21,592.03	\$3,407.97	13.63%
5. Non-Cap Equipment & Leases	\$29,500.00	\$1,995.33	\$14,346.49	\$15,153.51	51.37%
6. Contracted Student Services	\$68,400.00	\$3,410.00	\$10,220.77	\$58,179.23	85.06%
7. Staff Development	\$18,229.99	\$453.24	\$1,683.88	\$16,546.11	90.76%
8. Administrative Services	\$123,149.96	\$7,029.38	\$40,076.28	\$83,073.68	67.46%
9. Insurance	\$47,964.00	\$7,914.81	\$18,983.15	\$28,980.85	60.42%
10. Rents & Debt Service	\$700,687.57	\$118,394.58	\$345,564.59	\$355,122.98	50.68%
11. Facilities	\$38,000.00	\$11,037.02	\$33,835.93	\$4,164.07	10.96%
12. Utilities	\$85,776.00	\$3,759.27	\$18,678.29	\$67,097.71	78.22%
13. Nutrition & Food	\$1,950.79	\$93.00	\$1,099.54	\$851.25	43.64%
14. Transportation & Travel	\$149,932.72	\$18,551.40	\$49,999.51	\$99,933.21	66.65%
15. Principal Discretion Funds	\$8,613.09	\$137.27	\$500.64	\$8,112.45	94.19%
16. Athletics	\$44,650.75	\$596.00	\$5,959.40	\$38,691.35	86.65%
18.. CFA - Summer Conference	\$10,484.30	\$0.00	\$0.00	\$10,484.30	100.00%
19. CFA - Technology Grant	\$8,528.62	\$0.00	\$0.00	\$8,528.62	100.00%
20. Bright Ideas Grant - 563	\$204.30	\$0.00	\$0.00	\$204.30	100.00%
21. After School Program	\$10,019.65	\$850.18	\$2,583.39	\$7,436.26	74.22%
TOTAL EXPENSES	\$3,742,962.26	\$366,526.98	\$1,533,916.12	\$2,209,046.14	59.02%
NET SURPLUS/(DEFICIT)	\$61,826.59	\$(47,636.72)	\$(118,455.48)		

Ad Hoc Strategic Committee

- Three committee members, Tim Turner, Linda Turner and Michael Frierman met with Administration staff, Tom Keever, Tanya Watson and Linda Edgerton to better understand the Administration's current short term strategic planning as initially described during the last LLCA Board meeting
- An meeting of the full Ad Hoc Strategic Committee is to be scheduled within the next 2 weeks

IT Committee Report 1-12-17

Recent accomplishments:

- One video surveillance camera failed due to a bad cable, which was fixed
- Expanded viewing capability has been created with LLPD, which includes two permanent monitors (one in ready-room, and other in admin office) for continuous monitoring by LLPD, as well as adding monitoring capability by multiple officer's cell phones and other portable devices
- There are four additional camera channels available, which can be used to add four outdoor cameras with zoom capabilities to create further protection. The IT committee will get pricing of new cameras to provide to the finance committee and the board
- A Follett software system was purchased for the library this past week enabling check-in and check-out tracking of all library inventory
- Follett inventory management system was purchased which allows tracking of all capital items such as computers, laptops, electronics, etc.
- Two hand held scanners will be purchased which will work with both Follett software packages. One scanner is cordless with blue tooth connection and the other is attached to a computer

Update From the LLCA Facilities Committee
January, 2017

Submitted By Clint Calhoun

We are seeing the units at the old school site being disassembled and hauled away a little at a time, so we are happy to report that progress is being made on that front after much effort and headache on the part of many. We are still optimistic that the site will be clear of structures by the end of January.

Eric Kunath is doing a great job representing the Facilities Committee regarding the school's master planning process. The Town has agreed to an accelerated review schedule and a special meeting of Town Council in order to accommodate the school's loan request. The first meeting with the Town's Development Review Committee was held on January 3rd. The meeting went well and the DRC had very few comments related to the Master Plan. Most questions pertained to missing information that pertained to the original approval, particularly as it related to water and sewer easements. There was also lengthy discussion of the shooting range and the steps needed to deal with that issue. Ultimately, a memorandum of agreement regarding these issues will need to be drafted and signed by the school and the Town.

The Facilities Committee (as many members as we could muster under short notice) met on Thursday, January 5th for a briefing from Eric regarding the DRC meeting and to do some information gathering in preparation for the next phase of the Town's process. We are hoping to draft letters stating our intent to enter an agreement with the Town concerning these issues prior to the Planning Board meeting on January 17th (the next step in the process). Clint Calhoun and Russ Pitts will work with Mr. Keever to draft these letters.

Grading on the ballfield has been completed and grass is starting to grow, so we really need moisture right now to help it along. Erosion issues are also being dealt with as they arise.

The Town provided information to Mr. Keever regarding a possible gymnasium funding opportunity in the form of a Gus Macker Basketball Tournament. The topic was discussed at the Town's Parks and Recreation Board Meeting. There are other parties who may be interested in helping to sponsor the tournament but it could be a great opportunity to raise funds. More research will need to be done but the Town seemed to be very open to the idea. Obviously we are a long way from logistical analysis, but you have to have a spark to light a fire.

End of Report.