

LLCA: CFA Board Minutes

September 8, 2016

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, Wolf Kutter, Margery Sherrill, Tim Turner II, Clint Calhoun and Mark Hamann. Present by phone: Mike Harrington

Absent: Michael Frierman

Teacher Representative Present:

Others present: Thomas Kever, and Mitchel McNeely.

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

The Meeting opened at 5:31 pm.

2.) Pledge recited

3.) Approval of Agenda:

Mrs. Margery Sherrill made a motion to amend the agenda to add item 5b to approve Special Board minutes from August 25, 2016. Second was made by Linda Turner. The motion was unanimously approved.

4.) Approval of Minutes:

The August 11, 2016 minutes were presented for approval. Mrs. Linda Turner made a motion to approve the minutes as presented. Second was made by Mr. Clint Calhoun. The motion was unanimously approved.

The August 25, 2016 minutes were presented for approval. Mrs. Margery Sherrill made a motion to approve the minutes as presented. Second was made by Mrs. Linda Turner. The motion was unanimously approved.

5.) School Director Report: Mr. Thomas Kever presented a report to the Board. The report is attached and will be posted to the website when the minutes are approved at the October 13, 2016 board meeting.

6.) LLCA Teacher Board Representative Report: No report

7.) Committee Reports:

- a. **Technology Committee Report:** No report.
- b. **Board Development and Nominating Committee Report:** No report. Board retreat is scheduled for October 8, 2016.
- c. **Grievance Committee Report:** No report.
- d. **Curriculum/Academic Committee Report:** No report.
- e. **Personnel Committee Report:** No report
- f. **Finance Committee Report:** Mr. Wolf Kutter presented a report to the Board. The report is attached.
- g. **Policy & Operations Committee Report:** Mrs. Margery Sherrill presented a report to the Board. The report is attached.
- h. **Marketing Committee Report:** Mr. Wolf Kutter presented a report to the Board. The report is attached.
- i. **Facility Committee Report:** Mr. Clint Calhoun presented a report to the Board. The report is attached.

8.) Public Comment:

9.) Other Business:

Team CFA Update: Mr. Mike Harrington reported that Team CFA had a ribbon cutting at Brevard Academy with the first day of school being September 6, 2016. Mr. Gary Kling reported that the Core Knowledge diagnostic visit for LLCA will be during the spring of 2017.

Mrs. Linda Turner made a motion to cancel the October 13, 2016 meeting. Second was made by Mr. Wolf Kutter. The motion was unanimously approved.

10.) The next two meetings will be November 10, 2016 and December 8, 2016.

11.) Adjourn: Mr. Clint Calhoun made a motion to adjourn. Second was made by Mrs. Linda Turner. The motion was unanimously approved. The meeting adjourned at 6:27 pm.

The above minutes were approved by the Board of Directors on 11-10-2016.

Lake Lure Classical Academy Executive Director's Report

To: LLCA Board of Directors
From: Thomas Keever
Date: September 8, 2016

Enrollment

Grade Level	Active Enrollment	Class Sizes	Withdrawals Since Last Report	New enrollees since Last Report
Kindergarten	36		2	
1 st Grade	29			
2 nd Grade	27			
3 rd Grade	37			
4 th Grade	27			1
5 th Grade	27		1	
6 th Grade	19			1
7 th Grade	43			
8 th Grade	41			2
9 th Grade	30			
10 th Grade	34			
11 th Grade	29			
12 th Grade	23			
Total	402			

1. Academic Achievement

Goal for 2016-2017- 100% pass rate on end of grade three reading

Mastery demonstrated by: MAP test minimum requirement-Grade 3 Reading EOG score of 3 or higher-Mastery demonstrated via portfolio performance.

We are targeting students scoring below level 3 with intensive reading instruction 90 minutes daily in small groups. This intervention is led by Sara Edgerton, MA. Reading Specialist

Data for Reporting/Discussion

Data report: Beginning of Grade 3 Reading Assessment

Score	2016-2017	2016-2017
BOG-3		
1	13	
2	8	
3	4	
4	10	
5	0	

2. School Culture/Climate

Gaylen Bennett is working on developing Surveys for Parents, Teachers and Students (Grades 5-8-11-12)

● Family & Community Engagement:

PTO Meeting & Dinner scheduled for Tuesday September 13, 2016 5:30-7:00 PM

LLCA is working with Isothermal Community College Adult Education Department to offer Adult Classes for High School Equivalency.

LLCA is working with Lake Lure Coffee Shop to provide pre-ordered lunches from Chic-fil-a, Subway, and Domino's Pizza. Meals are reasonably priced \$5.00 and under, delivered and Lake Lure Coffee Shop is taking care of the money transactions. Parents received the information on ordering, Wednesday Sept. 7 for the following week. Starting off with Mon. Wed. & Fri. if interest is there will move to five days per week.

Collaboration and Planning on-going between ICC and LLCA Leadership to cement ICC course opportunities for LLCA students. ICC hosting a visit on Friday September 9 fromm LLCA BOD and Leadership team.

Summary of meeting with Rutherford County Head Librarian April Young and Joy Sharp-

On Line Research Engines available to ALL LLCA students and Staff

NC Live any student or adult working or living in Rutherford County is eligible for a library car:

Card holders can access the NC Live Resources

Students 16 YOA can sign up with an ID-Under 16 RCL will assist us signing students up-

Library Staff willing to assist/lead a class on best practices on research

Rotating Book Selection Books checked out to the teacher or institution for 30 day a a time.

Selections based on Lexiles-get a theme & lexiles

Volunteers Hour/Opportunities for our students to work with RCL teaching adults

Unaccompanied student 10 or older-Discuss bus stop for students with a note.

Art show at the Library at the end of the year

Staff Experience:

Faculty have elected School Improvement Team Members.

● Student Experience:

8/26/16 - Senior Retreat (Special thanks for Russ Pitts and Lynn Carnes)

9/8/16 - Gardner Webb talking w/ Juniors and Seniors

9/12/16 - NROTC will be on campus to speak with students

9/26/16 - ICC College Fair for Juniors and Seniors

Curricular & Non-Curricular Clubs are submitting applications. We will begin Club Activities next week.

3. Attract, Retain, and Grow Excellent Teachers

The Leadership Team is working on a schedule for teacher/classroom observations- I am working with a community volunteer with extensive experience with Beginning Teachers to develop new teacher support.

Human Resource Update

New Hire Profiles for Approval			
Name	Position	Licensure	Budgetary Impact

Current Vacancies

None

Important Dates

MEMORANDUM FOR RECORD:

SUBJECT: LLCA Finance Committee Meeting of 9 September 2016

- 1. The Finance Committee met on 9 Sept with all present either in person or on phone except for Mr Michael Freeman, who was on vacation.**
- 2. The Agenda and discussion items were as follows:**
 - a. SY 2016-2017 Budget Baseline of \$3.6M;**
 - i. Impact of an ADM Count of 400 on Cash Flow.**
 - ii. Review of key Expenses and any Variances: Staffing Expenses (NC Payraise) ; Bond Service, Building, Transportation**
 - iii. Potential Expenses associated with the Old LLCA School Site, Landscaping, Brownfield Grant, and Fire-Safety Inspection**
 - b. Release of Final Construction Funds (83K) – Expected Spend-out. Mr Russ Pitts highlighted some of the on-going issues with the City Council to secure a permanent CO to initiate the ballfield construction -grading.**
 - c. Hamlin Capital, Mr Parker Stitzer visit 26-30 September**
 - d. Grant Writing Focus Areas – Dr. Tanya Watson. Discussion highlighted 5-7 Focus areas:**
 - i. The Louis Calder Foundation -- Materials/Equipment for videoconferencing room, mimeo slates**
 - ii. Title I - ~\$42,000**
 - iii. Literacy Empowerment Foundation - \$8000 matching grant for reading books**
 - iv. National School Lunch Program – free milk, breakfast, lunch**
 - v. Golden Leaf Foundation -- videoconferencing room**
 - vi. Bright Ideas – music, art**
 - vii. Facebook – videoconferencing room**
 - e. Fund Raising – Update (WDK)**
 - i. ICC-LLCA-CFA Information Technology BOM (TBD 9 Sept)**
 - ii. Newcomers Function - 19 Contributions/Pledges - \$2,285**
 - iii. School Supplies: PTO \$600**
 - iv. Vista at Bill's Mountain – Community Scholarship - \$2,500 Target**
 - v. Realtor Association Targeted Effort**
 - vi. Donor Base and Thank You Letters**
 - f. USDA Application: Cost of Bond Payoff /Refinancing, Feasibility Study 1942A Guide 5, Environmental (Expansion of Existing Campus (Joshua) , Architect for Preliminary Design, PAR – Guide 6; Resident Inspection (NC Guide 21); Caution re: \$500M pull,"FAST"**
- 3. Meeting adjourned at 4:45 PM**

LLCA Policy Committee Report, Board of Dir. meeting, September 8,2016

The policy committee met on September 1, 2016

Present: Margery Sherrill, Tom Keever, Gary Kling, Layne Long

Mr. Keever initiated our discussion regarding a request from community clubs to meet on campus with LLCA students. At present, our club policy does not address community based clubs (for example, The Good News Club or Boy Scouts) that wish to meet on campus and would include our students. The committee is tasked to look at other public school policies and bring any new information and suggestions to the next meeting, on Thursday, Sept. 15.

MEMORANDUM FOR RECORD

1 September 2016

SUBJECT: Marketing and Communications Committee Meeting of 25 August 2016

Background: Since the last Committee meeting, school has started. In the last several weeks, the team at the school has gone beyond promises to action: Kindergarten and Math camp were wildly successful; The two open houses gave parents confidence in the team; A new sense of hope and energy throughout the campus

Meeting Purpose:

- Brainstorm Phase II Concepts and Key Actions for the period 15 September – to 15 January 2017
- Keep the positive momentum of messages going out to the community, such as “Celebrate Academic and Extracurricular Successes,” “Dynamic Duo of Academics” (See Breeze SEPT/OCT Edition.
- Build Word of Mouth Actions to draw additional 50 students to LLCA – focus on College Preparation and 21st Century Career Skills
- Connect the school to the community through volunteer initiatives, including alumni, career and hobby/club interests
- Partner with Isothermal Community College and LLCEF to support College Credit enrollment and adult learning on the LLCA campus
- Generate a sense in the whole community that this is “our school”.
- Set stage for the Community to further invest into LLCA

Overall, the meeting covered these topics to establish a basic direction at a strategic level for the Phase II Marketing and Communications Action Plans. Key Actions from that meeting were as follows:

- **Frame the Survey Questions for Students (5, 8, 12 Grade), Parents, and Teachers) to be released in third week of September.**
- **Establish a Framework of Social Media, Face face/Word of Mouth, and Marketing Themes by month (Sept-January)**
- **Establish a list of relevant organizations and interested individuals in the Community as a Resource to link LLCA to Community (Lynn Carnes)**
- **Follow-up on Newcomers Donations and Pledges of Individual Support (Tom Keever)**

WDK

Update From the LLCA Facilities Committee

September 7, 2016

Submitted By Clint Calhoun

The Facilities Committee has not met since our last meeting, but Russ Pitts, Tom Keever, and I met with representatives from the Town of Lake Lure, ECS Engineering and Martin-McGill to discuss the Town of Lake Lure Practice Range and the obligations the school has with regards to grant submittal and fulfilling specific town requirements related to receiving our permanent CO. The conclusions that were arrived at were that no one is completely sure what the costs of cleanup will be, but it could be cost prohibitive for both the school and the Town, depending on factors such as partnerships, cost share agreements, and available funds if a grant is approved. It was suggested that until we have a better idea of what those cleanup costs will be, that an option would be for the Town continue to use the practice range in a way that does not impact or interfere with school operations in order to prevent having to close the range and clean it up (they would be legally obligated once the site is no longer used for a practice range). The school would need to request that the Town waive the requirement for firing range mediation as part of the permanent CO, but still be willing to partner with the school at such time that there is a mutually agreed upon plan for the site and action can be taken to obtain ownership and apply for the cleanup grants. The other option would be to move forward with applying for the grant once we have a better understanding of the potential cleanup costs. The Town has agreed to foot the bill for \$2100 in determining cleanup costs since they own the site.

There have been some issues with the back doors sticking that raised red flags during our fire inspection. Eric Kunath has worked on the doors and they should be working much better. He also indicated that some roof repairs were being made as well.

We are waiting on some CADD drawings to complete our master planning work so that we can submit to the Town for the other items we have on our wishlist (ballfield, storage buildings, fences, etc.) Russ assured me he would get those to us as soon as he has them.

End of Report.