

Lake Lure Classical Academy
Regular Board Meeting Minutes
August 16, 2018
1058 Island Creek Road, Lake Lure, NC

Board Members Present: Linda Turner, Michael Frierman, Cary Hatton, Doug Kelly, Margery Sherrill, Warren Alston, Jack Barton, Mark Hamann

Quorum: yes

Also Present: Tom Keever, Mitch Mcneely

Proceedings:

1. Meeting called to order at 5:31pm.
2. A motion was made, and a second, to approve the agenda. **Motion carried unanimously.**
3. A motion was made, and a second, to approve the minutes from the July 2018 meeting. **Motion carried unanimously.**

4. Public Comment: none

5. Teacher of the Year Award Presentation

Mr. Keever recognized Mrs. Allyse Searcy as LLCA 2018-19 Teacher of the Year. Mrs. Searcy was described as genuinely a Most Valuable Player on the school team and an individual who inspires other to make the team even better. Mrs. Searcy was presented a trophy by Mr. Keever and Linda Turner on behalf of the BOD, as well as a basket full of gifts provided by local businesses. Her portrait, as Teacher of the Year, will hang in the school lobby. Representing the Hickory Nut Gorge Foundation, Mr. Woody Turner presented to the school a check for \$500 to be used to support the art program in honor of Mrs. Searcy.

6. **Executive Director Report**, Tom Keever

The report is included in the BOD Packet. In addition to the report: Mr Keever distributed an updated enrollment chart. He complemented the faculty and staff for being well prepared for the first day of school. Everything went smoothly. He was appreciative for the new counselors and staff members and for Ms. Joanne Lynch, our new Communications Director. Mr. Keever also made note of Miss Duncan, (Social Studies) who was awarded a professional development grant/award for her use of primary documents.

NC Greenpower ribbon cutting ceremony might be delayed. He will keep the BOD apprised.

7. **Committee Reports**

Finance Committee Report, Jack Barton

The Finance committee report is included in the Board Packet.

In addition to the report: Jack noted that Mitch Mcneely will work on creating a "spending list" for some of the needs anticipated for the gymnasium. However, Jack is counting on the Facilities committee to help identify the needs.

At the conclusion of the Finance committee report there is a request for Board Action. A motion was made and a second, to approve the request. The floor was opened for discussion.

The Board does not want to create unnecessary delay in the school's ability to make purchases or to meet an urgent need. However, the Board wants to be kept aware of expenditures and to approve of them.

As a result of questions and discussion, the Request for Board action was amended to read: "To approve moving \$200,000 of our Fund Balance to a budget expense line for Capital Expenditures (FFE) and to authorize expenditure of these funds as directed by the LLCA Finance committee in consultation with the LLCA Administration and brought before the Board for approval."

The motion carried unanimously.

Facilities Committee Report

An update from the LLCEF Construction Committee was included in the Board Packet. (Russ Pitts was unavailable to speak on the report.)

Personnel Committee, Linda Turner

A motion was made, and a second, to approve the financial compensation package for the Executive Director, as discussed in the July closed session.

(Warren Alston formally abstained from voting, as he was not present at the closed session.)

The motion carried.

Policy and Governance Committee Report, Cary Hatton

A motion was made, and a second, to approve the following polices (grammatical errors notwithstanding, the intent of the documents remain the same):

“Conflict of Interest”

“Admissions and Enrollment”

“Criminal History”

“New Teacher Support”

Motion carried unanimously.

8. The Board will meet for a retreat on Saturday, 8/25 at Mystic Waters.

A motion was made, and a second, to reschedule the Dec 20, 2018 meeting, to Dec. 13, and the April 18, 2019 meeting to April 11. **Motion carried unanimously.**

9. New Business: Mr. Keever officially recognized Ms. Barbara Cohen as “Assistant Principle” . (Ms. Cohen is a NC Principles Fellow. In order for her to meet certain requirements regarding her loan she must have an “Assistant Principle” title. This does not reflect a change in her job description.)

A motion was made, and a second, to adjourn at 6:31pm. **Motion carried unanimously.**

**Respectfully Submitted,
Margery Sherrill, Secretary, LLCA BOD**

Lake Lure Classical Academy-CFA
Executive Director's Report

Respectfully Submitted by Tom Keever

Date: August 16, 2018

- **Special Recognition:** *It is my honor to present to the Board of Directors, Mrs. Allyse Searcy, Lake Lure Classical Academy's 2018-2019 Teacher of the Year.*
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Enrollment

Grade Level	Enrolled As of Friday August 10	Students present August 15	Students present August 16
Kindergarten	32		
1 st Grade	27		
2 nd Grade	43		
3 rd Grade	45		
4 th Grade	49		
5 th Grade	46		
6 th Grade	53		
7 th Grade	48		
8 th Grade	42		
9 th Grade	47		
10 th Grade	47		
11 th Grade	26		
12 th Grade	33		
Total	538		

For this report you will have the enrolled column filled in.
I will update the other columns at the BOD meeting.

Executive Director's Summary

1. **AdvancEd Accreditation Update**
 - We will have our accreditation visit **March 27-28**. The accreditation team will consist of five members.
2. **School Safety Grant Awarded to LLCA for \$33,333.00**

Dear School Safety Grant Applicant:

Congratulations! You are a recipient of the School Resource Officer Grant. Lake Lure Classical has been awarded \$33,333 for FY 2018-19.

Thank you for your interest in applying for the School Resource Officer Grants. The school safety efforts shared in your application was impressive. You are working closely with local law enforcement and emergency management agencies to make schools safer.

There has been a great response from public school units requesting grant funds. This demonstrates the critical need for the SRO program in NC schools.

As a grant recipient, you are required to submit a Grant Program Report in April of 2019. Grantees who submit the required reporting will have their grants automatically extended into the 2019-2020 school year. Those who do not will have to reapply.

It will be assumed that the person who submitted the application is the primary contact for this grant unless you notify us otherwise. We will be in touch to further explain when the funds will be distributed and what the reporting requirements are for April of 2019.

Thanks for everything you do for our students.

Mark Johnson

3. **Character Education-** We will begin year one of a three year process to be designated a at "*School of Character.*" With the leadership of our guidance department, intentional lessons and activities will support the imbedding of these traits.

LLCA Character Education 2018-2019

AUGUST- SOAR; Establish Expectations

SEPTEMBER- RESPECT

OCTOBER- INTEGRITY
NOVEMBER- TRUSTWORTHINESS
DECEMBER- ACCOUNTABILITY
JANUARY- HONESTY
FEBRUARY- CARING
MARCH- RESPONSIBILITY
APRIL- LOYALTY
MAY- CITIZENSHIP
JUNE-CELEBRATE OUR SUCCESSES AND REFLECT

4. NC Greenpower- Ribbon Cutting for the Solar Array **Thursday, September 6 at 1:00 PM**. We will invite local dignitaries and the entire BOD is cordially invited. Hopefully Facebook will be represented, as their 10K grant was instrumental.

5. **Action Item-** Request BOD approval of revisions to our Beginning Teacher Plan. The text and highlighted revisions at the end of this report.

Secondary Dean

- All student student scheduling is complete for the middle and high school. We currently have over forty students in tenth through twelfth grade taking courses through Isothermal Community College. Thirty-five are working toward an Associates Degree and six are pursuing technical certificates.
- All secondary teachers have received training on MTSS, PEPs, IEPs and 504s. The secondary staff has also been through extensive meetings about everyday operations in grades seven through twelve.

Elementary Dean

- All K-6 teachers and staff have received training to use the Fountas and Pinnell Leveled Literacy Intervention program in preparation for MTSS . We are required by the State of North Carolina to fully implement MTSS. by 2020. Training was done by Vickie Steadman, a Reading Recovery Trainer and teacher with 30 years experience in the area of reading.
- Kindergarten Camp was held July 31 and August 1st and 2nd. Twenty four children attended and were given three days of practice and fun in preparation for the coming school year. Parents were given information and

a question and answer period was held. Parent surveys were very positive.

Lake Lure Classical Academy-CFA Beginning Teacher Support Plan 2018-2019

1. Overview of Lake Lure Classical Academy-CFA's Beginning Teacher Support Program

Lake Lure Classical Academy-CFA's Executive Director or his designee will serve as Lake Lure's Beginning Teacher and Licensure Renewal Coordinator. The Executive Director or his designee will supervise the curriculum for grades K-12, monitor student progress, keep abreast of the laws pertaining to beginning teacher support, offer guidance on testing and teaching methods, and coordinate professional development activities for the teachers. The Deans of Elementary and Secondary will plan with all BT's and assist in the development of their PDP's and coordinate observations and evaluations according to the NC Educator Evaluation System. Documentation of all Beginning Teacher and Mentor meetings, professional development, and training will be kept by the Executive Director or his designee. The Executive Director will collect all Beginning Teacher data for the State of the Teaching Profession Report.

2. Process for identifying and verifying all Beginning Teachers (BT)

Lake Lure Classical Academy-CFA's Executive Director or his designee is designated to verify eligibility for the Beginning Teacher Support Program and for NC Licensure. Eligibility into the Beginning Teacher Support Program at Lake Lure Classical Academy-CFA includes identifying teachers with three or fewer years of teaching experience, and ensuring that all requirements for NCSBE licensure are met. The Finance Officer maintains in a locked filing cabinet all teacher paperwork/records that verify eligibility, and submits the paperwork required to DPI each spring to ensure licenses are kept current. The Executive Director will collect Beginning Teacher data for the State of the Teaching Profession Report. Beginning Teachers and Mentors are provided information for requirements associated with the licensure conversion process and requirements for eligibility for conversion to a continuing license.

2. The Beginning Teacher Induction Process

A. Lake Lure Classical Academy-CFA's conducts professional development throughout the school year. During the first two weeks of the start of school in August all teachers, whether beginning teachers or not, receive orientation on the School Improvement goals for the school, school policies and procedures, NC School laws, and available resources for teachers. All teachers are provided information on training opportunities throughout the school year. A full day is dedicated to mentor and beginning teacher training which includes a thorough review of the NC Teacher Evaluation Handbook, a copy of the BTSP, and the process for achieving a continuing NC teaching license. All teachers are trained in licensing procedures, state evaluation standards and requirements, and the in local and state selected evaluations tools. Beginning Teachers and Mentors are also provided professional development that include the role and responsibilities of mentors during the school year. All mentors at Lake Lure Classical Academy complete the NC Mentor Modules available on NCEES, and are provided

opportunities to participate in professional development that enhances their role as a mentor. All beginning teachers request in writing if they wish to coach or lead extra-curricular activities.

B. Mentors are assigned within the first week of school. Mentor's are either same grade, or subject if possible, and all efforts are made to place mentors on the same hall of the school. The nature of a small charter school necessitates the need for all teachers in middle and high school to occasionally have multiple preparations. However, all efforts are made to ensure that mentors are able to support the beginning teacher assigned to them. Mentors are assigned as soon as possible after a BT is hired. Mentors are provided with time to meet with the beginning teacher in order to support his/her unique needs which are aligned with the NC Professional Teaching Standards.

C. The selection process for mentors at Lake Lure Classical Academy, CFA include the recommendation from the Elementary and/or Secondary Dean, and approval by the Executive Director or his designee. Mentors are selected based upon the mentors demonstrated excellence in the classroom as evidence by observations, evaluations, teaching credentials and EVAAS data when available. Mentors have also met expectations for student growth. Support and training for mentors is via NCDPI either at WRESA, or through on-line tutorials. The Beginning Teacher Coordinator also provides monthly training and support to mentors.

D. During our required teacher workdays at the start of the year Lake Lure Classical Academy-CFA, supported by The Challenge Foundation, provides up to seven days of professional development for beginning teachers and mentors including LLCA curriculum overview, NC Standard Course of Study, classroom management, assessments and grading, PowerSchool training, the roles of support service personnel, understanding students with disabilities, and crisis prevention intervention. Teachers in grades 7-12 will also have in-service training on the use of technology and teaching in the block schedule for the 2018-2019 school year. Future in-service trainings will be determined by school needs, and input from School Improvement Team. Additionally Team CFA Academic Instructional Coaches support our new teachers through ongoing in-service support and coaching.

E. The primary role of mentors at Lake Lure Classical Academy, CFA will be to provide the assigned beginning teacher logistical and emotional support, supporting the improvement of instruction and learning in the beginning teacher's classroom, and ensure that the beginning teacher receives encouragement in order to grow in his/her role as an educator.

3. The Formal Process for Conducting Observations and Summative Evaluations for all Beginning Teachers

The Lake Lure Classical Academy-CFA's Executive Director and his designee will work closely with mentor teachers and the Division Deans to schedule the four evaluations for beginning teachers. Beginning teachers will be apprised of the evaluation schedule. These evaluations will be spread out across the four academic quarters of the school year. Evaluations are performed by administrators and mentors, and follow the NCEES-Evaluation requirements. Beginning Teachers and Mentors are provided with training on the NCEES, the observation tool, the evaluation cycle, and the ongoing Professional Development Plan within the first ten days of school. Pre and post-conferences with beginning teachers will allow for reflection on the progress that the beginning teacher is making on his/her professional goals. The beginning teacher, the mentor, and the evaluator will sign all evaluation documents and these records will be kept with the Beginning Teacher file. Copies will be provided to the beginning teacher and the mentor. Ongoing support for beginning teachers and mentors on the observation and evaluation process is provided by the Beginning Teacher Coordinator. Annual summative evaluations are completed prior to the end of the school year.

4. Plan for Participation in BTSP Monitoring

LLCA-CFA will participate with NCDPI in the five year monitoring cycle to address compliance with TC5. Plan for P-A004.

Participation in the BTSP Peer Review Process

In partnership with WRESA, Lake Lure Classical Academy-CFA will participate in Beginning Teacher meetings and participate in the Peer Review process. LLCA-CFA will partner with the Team CFA schools in order to assist with the critique. This is an Annual Process.

6. Storage of Beginning Teacher's personnel files

Beginning Teacher personnel files are kept in a secure, locked filing cabinet in the Finance Officer's office. These files include copies of the Professional Development Plan, formal and informal observations, evaluations with signatures, and professional development certificates of participation.

7. Transfer of BT files to subsequent LEA's, Charter of nonpublic institutions in the State of NC.

All BT's that leave for another LEA, Charter or nonpublic institution upon request of new employer and release by requesting teacher will be sent the BT files.

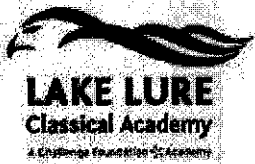
BTSP Coordinator: _____ Date: _____

School Board Chair: _____ Date: _____

Approved by the local School Board (date): _____

Submitted to NCDPI (date): _____

Approved by NCDPI (date): _____



Criminal History Policy

It is the policy of Lake Lure Classical Academy: A Challenge Foundation Academy, Inc. (“LLCA”) to conduct a criminal history check and a check of sex offender registries on all final candidates for employment with the school system. Criminal history checks must be conducted in accordance with state law and any procedures established by the Executive Director. School officials shall not require candidates to disclose expunged arrests, charges, or convictions and shall not ask candidates to voluntarily disclose such information without first advising that disclosure is not required.

The Board of Directors has determined that every position with the school, regardless of the position, potentially entails contact with students, either on a regular, occasional, or emergency basis. For that reason, no individual who is a registered sex offender will be hired for any position with the school. In addition, each contract executed by the Board of Directors with an independent contractor will require the contractor to guarantee that no worker who will be on school grounds is a registered sex offender.

A final candidate for employment or for hire as an independent contractor will be excluded based on criminal conduct only when doing so is job-related and consistent with business necessity. If a final candidate has been convicted of a criminal offense, other than a minor traffic violation, the Executive Director shall determine whether the individual is qualified for employment, despite the criminal history, as described below.

Resolution Procedure

The Executive Director will consider, among other things, whether the individual poses a threat to the safety of students or personnel or has demonstrated that he or she does not have the integrity or honesty to fulfill the duties of the position. The following factors will be considered in making this determination:

- the nature and gravity of the offense or conduct;
- the time that has passed since the offense or conduct and/or completion of the sentence;
- the nature of the job sought.

Before the Executive Director may exclude a final candidate based on his or her past criminal convictions, the Executive Director must give the candidate the opportunity to demonstrate that the exclusion does not properly apply to him or her. The decision of the Executive Director is final.

The Executive Director or designee shall report to the State Board of Education any licensed individual who is found to have a criminal history, as required by State Board policy.



Admissions and Enrollment

Any child who is qualified under the laws of this State for admission to a public school is qualified for admission Lake Lure Classical Academy. No local board of education shall require any student enrolled in the local school administrative unit to attend Lake Lure Classical Academy. Admission to a charter school shall not be determined according to the local school administrative unit in which a student resides

Admission to Lake Lure Classical Academy shall not be determined according to the school attendance area in which a student resides, except that any local school administrative unit in which a public school converts to a charter school shall give admission preference to students who reside within the former attendance area of that school.

Except as otherwise provided by law or the mission of the school as set out in the charter, the school shall not limit admission to students on the basis of intellectual ability, measures of achievement or aptitude, athletic ability, disability, race, creed, national origin, religion, or ancestry. A charter school whose mission is single-sex education may limit admission on the basis of sex. Within one year after the charter school begins operation, the charter school shall make efforts for the population of the school to reasonably reflect the racial and ethnic composition of the general population residing within the local school administrative unit in which the school is located or the racial and ethnic composition of the special population that the school seeks to serve residing within the local school administrative unit in which the school is located. The school shall be subject to any court-ordered desegregation plan in effect for the local school administrative unit.

LLCA will give enrollment priority to any of the following:

- Siblings of currently enrolled students who were admitted to LLCA in a previous year. For the purposes of this section, the term "siblings" includes any of the following who reside in the same household: half siblings, stepsiblings, and children residing in a family foster home.
- Siblings of students who have completed the 12TH grade and who were enrolled in at least four grade levels.
- Limited to no more than fifteen percent (15%) of the school's total enrollment, unless granted a waiver by the State Board of Education, the following:
 - a. Children of the school's full-time employees
 - b. Children of the charter school's Board of Directors.

but left the school (i) to participate in an academic study abroad program or a competitive admission residential program or (ii) because of the vocational opportunities of the student's parent. ????

LOTTERY PROCEDURE

Lottery procedures for siblings:

- (1) If siblings apply for admission to a charter school and a lottery is needed under subsection (h) of this section, the charter school may enter one surname into the lottery to represent all of the siblings applying at the same time. If that surname of the siblings is

selected, then all of the siblings shall be admitted to the extent that space is available and does not exceed the grade level capacity.

(2) If multiple birth siblings apply for admission to a charter school and a lottery is needed under subsection (h) of this section, the charter school shall enter one surname into the lottery to represent all of the multiple birth siblings applying at the same time. If that surname of the multiple birth siblings is selected, then all of the multiple birth siblings shall be admitted.

During each period of enrollment, the charter school shall enroll an eligible student who submits a timely application, unless the number of applications exceeds the capacity of a program, class, grade level, or building. In this case, students shall be accepted by lot. Once enrolled, students are not required to reapply in subsequent enrollment periods.

Notwithstanding any law to the contrary, a charter school may refuse admission to any student who has been expelled or suspended from a public school under G.S. 115C-390.5 through G.S. 115C-390.11 until the period of suspension or expulsion has expired.

LLCEF Construction Committee Board Update
Gym/Auditorium Project - August Board Meeting

Executive Summary of Overall Project Status

Green: Project on schedule for Feb. 25, 2019 completion

- Change Order #1 with proposed structural changes required to support both stage and audio/video needs of building and other plumbing revisions being reviewed. Cost of CR#1 is estimated to be \$41,489.00 , which would be applied against \$120,000.00 project contingency.
- Project was impacted eight days due to weather delays – Delays were applied to project contingency in order to maintain Feb. 25th complete (used 8 of 20 project contingency days)
- Project is proceeding as planned otherwise
- Project is 28% complete at time of this reporting

Status on Board Assigned Action Items for Committee

- No board assignments at this time

Meetings/Accomplishments Since Last Update

- 100% complete - Connect sewer line for gym/auditorium to main
- 100% complete – Sewer connection inspection
- 100% complete - for prepping slab
- 100% complete – Pre-pour slab inspection by county
- 60% complete – Pour slab (weather delayed twice – 8 day impact absorbed by contingency)
- 100% complete – Lay CMU building foundation wall
- 100% complete – Fabrication & Delivery of metal structure
- 100% complete for under-slab plumbing rough-in

Construction Committee Recommendations to Board

- None

Open Facility Items and/or Concerns

Red Flag Items (*critical items impacting delivery date*):

- None

Yellow Flag Items (*warning of items having potential of impacting delivery date*):

- Awaiting construction permit from county

General Items (*general items of informational nature*):

- None

Post Bond Reimbursement Request and USDA

Post 2014 Bond Closing Funds undeposited to LLCA \$83,594.21

Vendor	Invoice Date	Invoice Number	Amount	Description	Paid
Jackson Steel	4/22/2016	41767	\$533.75	Entrance Sign Lettering Blast, Prime, Powdercoat	5/16/2016
Finish Line Powdercoating	10/7/2015	349078	\$285.00	lettering	5/19/2016
K Enterprises	10/16/2016 11/02/2016 and	2233	\$2,882.20	Added Storm Drainage	11/03/2016
Thompson Contractors	11/04/2016 11/14/2016 and		\$707.48	Rip Rap for Storm Drainage	11/17/2016
Thompson Contractors	11/18/2016		\$647.20	Additional Rip Rap and stone for storm drainage	12/01/2016
Nelson Brothers Mini Excavation	11/20/2016	1740	\$3,858.96	Labor for Added Storm Drainage	12/12/2016
K Enterprises	12/2/2016		\$4,495.00	Materials and Labor for Added Storm Drainage	12/13/2016
H&R Landscaping	12/15/2016	2503	\$25,000.00	Sports Field Installation	12/20/2016
H&R Landscaping	2/16/2017	2509	\$25,000.00	Sports Field Installation	2/24/2017
Asheville Fence	5/12/2017		\$8,668.78	Sports Field Fencing	5/19/2017
Asheville Fence	6/21/2017	20162	\$8,668.79	Sports Field Fencing	6/26/2017
			<u>\$80,747.16</u>		
ECS			\$650.00	USDA	1/26/2017
ECS			\$1,400.00	USDA	2/16/2017
John S Fisher			\$750.00	USDA	5/4/2017
Patla, Straus, Robinson & Moore			\$671.00	USDA	5/25/2017
Darrell Keller			\$8,000.00	USDA	4/17/2017
Patla, Straus, Robinson & Moore			\$154.00	USDA	7/31/2017
ECS			\$575.00	USDA	8/16/2017
Darrell Keller			\$1,700.00	USDA	8/28/2017
Patla, Straus, Robinson & Moore			\$1,331.00	USDA	8/28/2017
Patla, Straus, Robinson & Moore			\$825.17	USDA	9/29/2017
ECS			\$1,425.00	USDA	10/27/2017
Patla, Straus, Robinson & Moore			\$1,980.00	USDA	10/27/2017
Tanner Real Estate			\$1,800.00	USDA	11/1/2017
Patla, Straus, Robinson & Moore			\$154.00	USDA	11/16/2017
Alvin Fuller Engineering			\$650.00	USDA	11/16/2017
Patla, Straus, Robinson & Moore			\$44.00	USDA	12/11/2017
US Bank Fee for closing out bond			\$500.00	USDA	
US Bank Attorney for closing out bond			\$3,827.25	USDA	
Closing Cost - Peter Lane Trust			\$29,862.15	USDA	
November Bond Payment			\$61,204.31		
Unspent Bond Closing Funds undeposited to LLCA			<u>\$2,847.05</u>		
			<u>\$120,349.93</u>		
		Total Reimbursement	\$201,097.09		

None of the above have been previously paid for reimbursement.

None of the above have had a request for an unconditional lien waiver.

Treasurer's Report
August 9, 2018

Charlie Ellis and I met with Mitch McNeely and Tom Keever to discuss the status of the Bond reimbursement funds and whether/where they should be deposited as reserve funds. We agreed on the following narrative to help us make future decisions.

Since this was not a Finance committee meeting, I will follow with a request for Board action for these funds.

1. The Bond reimbursement to LLCA was \$885,848.34.
2. \$650,000.00 of this has been transferred to LLCEF for payment of rents due for the period 11-15-17 through 6-30-18, as per the amended and restated lease agreement.
3. The remaining bond reimbursement funds are carried in the LLCA Fund Balance and have not been committed or spent.
4. Mitch has an accounting of items (~\$201K) paid by LLCA out of other revenue sources that cover some post-bond expenses that were not anticipated, startup of athletic fields, legal and pre-construction fees, etc. This list is attached.
5. As an offset to these expenditures, LLCA would like to spend a like amount on an immediate CapEx "down payment" on some badly-needed Furnishings/Fixtures/Equipment. Working with Facilities with a pre-approved amount from Finance, this may include some right-sized chairs for little people, some elements for the Gymnasium, landscaping and appearance items, and other TBD items.
6. LLCEF can agree to this disposition of the remaining Bond reimbursement, and LLCA agrees that at no point will this action move the Fund Balance below an agreed minimum of 45 days of expenses, or approximately \$540,000.00.
7. With LLCA Board approval, we can add an expense line to the Budget in the agreed amount, which will offset and reduce the Fund Balance and give visibility to this action. Then Facilities can work with the school to make the spending decisions within the agreed budget.
8. Establishing this budget item now will highlight some needed capital expenditures, and provide give the Boards and their Committees a more confident handhold as we move forward.

Respectfully submitted,

Jack Barton

REQUEST FOR BOARD ACTION:

To approve moving \$200,000 of our Fund Balance to a budget expense line for Capital Expenditures (FFE) and authorize expenditure of these funds as directed by the LLCA Facilities committee in consultation with LLCA Administration.