

LLCA: CFA Board Minutes

July 13, 2017

Location: Lake Lure Classical Academy: A Challenge Foundation Academy, 1058 Island Creek Road, Lake Lure, NC 28746. Meeting held in room B-1.

Board Members present: Linda Turner, Margery Sherrill, Tim Turner II, Cary Hatton, April Young, Michael Frierman and Warren Alston.

Absent: Mark Hamann and Clint Calhoun

Teacher Representative Present: No

Others present: Thomas Keever, and Mitchel McNeely

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

The Meeting opened at 5:35 pm.

2.) Pledge recited

3.) Mission Statement read aloud by Mrs. Margery Sherrill.

4.) Approval of Agenda:

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

5.) Approval of Minutes:

The June 8, 2017 minutes were presented for approval. Dr. Cary Hatton 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 August 10, 2017 board meeting.

8.) LLCA School Improvement Team Chairperson: No report.

9.) Committee Reports:

a. Board Development & Nominating Committee:

Mr. Michael Frierman presented a report to the board. The report is attached.

Mr. Michael made a recommendation from the committee in the form of a motion to assign Mr. Wolf Kutter grant authority to work on behalf of the Board with USDA in pursuit of financing effective July 1, 2017. The motion was unanimously approved.

b. Finance Committee: Mr. Mitchel McNeely prepared a budget report for the Board. The report is attached.

c. Facility Committee: Mr. Clint Calhoun prepared a report for the Board. The report is attached.

d. IT Committee: Mr. Michael Frierman presented a report to the Board. The report is attached.

11.) Other Business:

Team CFA Update: Mr. Warren Alston introduced himself as the new Team CFA representative for LLCA. Mr. Alston comes to LLCA with many years of service with Team CFA.

USDA Update: Mr. Wolf Kutter presented a report to the board. The report is attached.

12.) The next three meetings will be August 10, 2017, September 14, 2017 and October 12, 2017.

13.) Adjourn: Mrs. Linda Turner made a motion to adjourn. Second was made by Mrs. Margery Sherrill. The motion was unanimously approved. The meeting adjourned at 6:31 pm.

The above minutes were approved by the Board of Directors on August 10, 2017.

Lake Lure Classical Academy Executive Director's Report

To: LLCA Board of Directors
From: Thomas Keever
Date: July 13, 2017

Enrollment

| Grade Level | Active Enrollment as of June 9 | Projected Enrollment August 16 | Projected Class Sizes 17/18 | Totals |
|------------------------------|---------------------------------------|---------------------------------------|------------------------------------|---------------|
| Kindergarten | 36 | 20 | 20 | |
| 1st Grade | 30 | 41 | 20/21 | |
| 2nd Grade | 28 | 38 | 16/16 | |
| 3rd Grade | 33 | 37 | 19/19 | |
| 4th Grade | 38 | 40 | 20/20 | |
| 5th Grade | 28 | 43 | 22/21 | ES Total=219 |
| 6th Grade | 22 | 42 | 21/21 | |
| 7th Grade | 42 | 28 | 14/14 | |
| 8th Grade | 44 | 42 | 21/21 | MS Total=112 |
| 9th Grade | 26 | 49 | | |
| 10th Grade | 36 | 28 | | |
| 11th Grade | 26 | 31 | | |
| 12th Grade | 21 | 24 | | HS Total=132 |
| Total | 410 | ~463 | | 463 |

The projected enrollment on August 16 was calculated based on intent to return forms, known withdrawals and new enrollments. This is subject to change.

Secondary Update and Initiatives

We had a very productive TeamCFA Conference in Big Sky, Montana. There were many great speakers with the Keynote Speaker being Ron Clark. He really set the tone for the entire conference. This was the first conference that was centered around teachers. Each teacher / administrator was broken into groups with their content area for the duration of the conference. This allowed us to gain knowledge in our specific areas as well as build

relationships with other TeamCFA staff. Overall this was a very productive CFA Conference for all that attended.

Elementary Update and Initiatives

Kindergarten camp is planned and ready. Waiting on numbers to finish final details. Dates are August 1-2-3.

Report on Team CFA conference in Big Sky, MontanaRon Clark was the highlight of the event with a highly motivational presentation on keeping the best teachers possible. Teachers were placed into workshops by grade level and were able to mingle and learn from their peers as well as the presenters. Administrators were also placed in teams to be able to converse with peers in group discussions about presentation topics. Core knowledge was discussed in detail by Diane Hamilton . On the day of arrival Ms. Edgerton had made arrangements for the LLCA group to tour Yellowstone and enjoy the beautiful Montana territory. The trip was very educational with teachers having much to bring back to our students. The entire event was informative and well done.

Executive Director's Summary

- Staffing Changes-2017-2018
 1. Middle School Social Studies- Ms Barbara Cohen
 2. Middle School Science- Mrs. Evelyn Warner
 3. High School Science- Interviews Continue
 4. Two half-time Teacher Assistants- Just posted- Interviews pending
 5. We will to need add 1.5 positions in the middle school. This is due to increased enrollment in the middle school and block scheduling in the high school. We have not advertised formally but do have two individuals that might be interested. The full time position will require two and perhaps three unique preparations, computer, life skills and PE. The half time would be Physical Education.

- **AdvancED**-Initial meeting with Dr. James, AdvancED's regional director-We are enrolled and have access to the full menu of resources offered by AdvancED such as teacher observation instruments,

diagnostics and surveys. We will establish a timeline with the School Improvement Team to complete the Readiness Diagnostic for Accreditation.

- Multi Tiered Student Support (MTSS) I have enrolled LLCA-CFA to participate in a Cohort Training for MTSS-This is a Tiered Intervention Levelled response for students of concern academically, emotionally or physically. This will be a future State requirement in order for students to be referred for EC services.
- Our first week of Camp S.O.A.R has been a huge success- the theme this week is, "Around the World." Over 22 students participated. We gained at least one new student from this week's camp! (not included in the projected total until enrolled)
- We are rewriting/updating Student and Staff Handbooks-this is progressing well.

July 2017

Professional Development Committee

- Accepted the resignation of Board Member & Treasurer, Wolf Kutter - effective June 30th, 2017

Wolf D Kutter LTR of
Resignation.docx

- Assign Wolf, grant authority to work on behalf of the Board with USDA in pursuit of financing effective July 1st, 2017
- Accept Team CFA's changes to their representation on the LLCA-CFA Board effective immediately:
 - Mike Harrington & Gary Kling will no longer be on our Board
 - Warren Alston will now serve on our Board as the Team CFA Representative.

LAKE LURE CLASSICAL ACADEMY
BUDGET REPORT (CONDENSED)
From 6/1/2017 to 6/30/2017

| REVENUE | CURRENT BUDGET | MTD ACTIVITY | YTD ACTIVITY | BUDGET BALANCE | PERCENT REMAINING | NOTES |
|--------------------------------|-----------------------|--------------------|-----------------------|----------------------|-------------------|-------|
| STATE REVENUE | | | | | | |
| Rev - Summer Reading Program | \$36,083.83 | \$0.00 | \$19,484.83 | \$16,599.00 | 46.00% | |
| Rev - Charter Schools | \$2,451,476.00 | \$75,592.87 | \$2,451,476.00 | \$0.00 | 0.00% | |
| TOTAL STATE REVENUE | \$2,487,559.83 | \$75,592.87 | \$2,470,960.83 | \$16,599.00 | 0.67% | |
| LOCAL REVENUE | | | | | | |
| Rev - Sales Tax | \$9,470.00 | \$0.00 | \$6,135.99 | \$3,334.01 | 35.21% | |
| Rev - Field Trip | \$30,000.00 | \$853.00 | \$6,457.56 | \$23,542.44 | 78.47% | |
| Rev - Contributions and Donati | \$41,712.00 | \$5,700.00 | \$41,712.00 | \$0.00 | 0.00% | |
| Rev - Raise The Roof - 008 | \$7,999.73 | \$0.00 | \$4,999.73 | \$3,000.00 | 37.50% | |
| Rev - Backpack Program - 015 | \$300.00 | \$0.00 | \$300.00 | \$0.00 | 0.00% | |
| Rev - Scholarship Donations | \$5,700.00 | \$5,700.00 | \$5,700.00 | \$0.00 | 0.00% | |
| Rev - Contributions-Trans | \$4,500.00 | \$0.00 | \$4,545.00 | \$(45.00) | -1.00% | |
| Rev - Interest Income | \$350.00 | \$27.26 | \$384.61 | \$(34.61) | -9.89% | |
| Rev - Various | \$4,000.00 | \$0.00 | \$5,379.64 | \$(1,379.64) | -34.49% | |
| Rev - Athletics | \$8,007.28 | \$211.02 | \$9,876.30 | \$(1,869.02) | -23.34% | |
| Rev - Clubs | \$22,846.64 | \$5,464.24 | \$33,782.31 | \$(10,935.67) | -47.87% | |
| Rev - Bond Proceeds | \$80,000.00 | \$0.00 | \$0.00 | \$80,000.00 | 100.00% | |
| Rev - Fund Balance Appropriate | \$470,939.46 | \$0.00 | \$0.00 | \$470,939.46 | 100.00% | |
| Rev - DOE Grant - 341 | \$40,694.00 | \$1,067.04 | \$40,694.00 | \$0.00 | 0.00% | |
| Rev - Buncombe County | \$17,497.55 | \$926.66 | \$14,011.13 | \$3,486.42 | 19.93% | |
| F & F - Buncombe County | \$216.51 | \$19.11 | \$293.23 | \$(76.72) | -35.43% | |
| Rev - Cleveland County | \$708.73 | \$64.43 | \$644.30 | \$64.43 | 9.09% | |
| Rev - Henderson County | \$184,555.39 | \$15,530.14 | \$169,762.80 | \$14,792.59 | 8.02% | |
| Rev - McDowell County | \$2,756.08 | \$275.16 | \$2,751.60 | \$4.48 | 0.16% | |
| Rev - Polk County | \$160,893.44 | \$14,495.88 | \$168,601.95 | \$(7,708.51) | -4.79% | |
| F & F - Polk County | \$3,829.47 | \$584.13 | \$4,889.88 | \$(1,060.41) | -27.69% | |
| Rev - Rutherford County | \$303,138.00 | \$0.00 | \$279,917.00 | \$23,221.00 | 7.66% | |
| F & F - Rutherford County | \$2,999.00 | \$0.00 | \$4,012.00 | \$(1,013.00) | -33.78% | |
| Rev - CFA Summer Conference | \$22,584.30 | \$0.00 | \$22,584.30 | \$0.00 | 0.00% | |
| Rev - CFA - Technology Grant | \$8,528.62 | \$0.00 | \$8,528.62 | \$0.00 | 0.00% | |
| Rev - Bright Ideas Grant | \$204.30 | \$0.00 | \$204.30 | \$0.00 | 0.00% | |
| Rev - Principal's Discr 620 | \$11,320.32 | \$104.00 | \$28,468.32 | \$(17,148.00) | -151.48% | |
| Rev - Fundraising - 653 | \$6,417.38 | \$0.00 | \$6,417.38 | \$0.00 | 0.00% | |
| Rev - Fund Raising - LLO 200 | \$500.00 | \$0.00 | \$0.00 | \$500.00 | 100.00% | |
| Rev - Interest USBK 7003 | \$399.79 | \$0.00 | \$760.36 | \$(360.57) | -90.19% | |
| Rev - Interest USBK 8003 | \$25.01 | \$0.00 | \$47.58 | \$(22.57) | -90.24% | |
| Rev - Bond Proceeds 7006 | \$0.00 | \$0.00 | \$648,957.13 | \$(648,957.13) | 0.00% | |
| TOTAL LOCAL REVENUE | \$1,453,093.00 | \$51,022.07 | \$1,520,819.02 | \$(67,726.02) | -4.66% | |

LAKE LURE CLASSICAL ACADEMY
 BUDGET REPORT (CONDENSED)
 From 6/1/2017 to 6/30/2017

| | CURRENT BUDGET | MTD ACTIVITY | YTD ACTIVITY | BUDGET BALANCE | PERCENT REMAINING | NOTES |
|--------------------------------|-----------------------|---------------------|-----------------------|----------------------|-------------------|-------|
| FEDERAL REVENUE | | | | | | |
| Rev - Title I Basic - 050 | \$41,507.00 | \$12,790.00 | \$36,233.48 | \$5,273.52 | 12.71% | |
| Rev - IDEA VI-B Handicap-060 | \$71,031.05 | \$0.00 | \$71,031.05 | \$0.00 | 0.00% | |
| Rev - REAP - 091 | \$9,082.40 | \$5,955.96 | \$9,082.40 | \$0.00 | 0.00% | |
| Rev - IDEA VI-B Spec Needs-118 | \$1,799.08 | \$798.00 | \$1,799.08 | \$0.00 | 0.00% | |
| TOTAL FEDERAL REVENUE | \$123,419.53 | \$19,543.96 | \$118,146.01 | \$5,273.52 | 4.27% | |
| CAPITAL REVENUE | | | | | | |
| Rev - Interest USBK 7000 | \$89.45 | \$0.00 | \$152.61 | \$(63.16) | -70.61% | |
| Rev - Interest USBK 7004 | \$49.58 | \$0.00 | \$94.34 | \$(44.76) | -90.28% | |
| Rev - Interest USBK 8000 | \$16.57 | \$0.00 | \$56.33 | \$(39.76) | -239.95% | |
| TOTAL CAPITAL REVENUE | \$155.60 | \$0.00 | \$303.28 | \$(147.68) | -94.91% | |
| FUND 5 REVENUE | | | | | | |
| Rev - Before & After Care | \$5,642.00 | \$575.00 | \$6,952.00 | \$(1,310.00) | -23.22% | |
| TOTAL FUND 5 REVENUE | \$5,642.00 | \$575.00 | \$6,952.00 | \$(1,310.00) | -23.22% | |
| TOTAL REVENUE | \$4,069,869.96 | \$146,733.90 | \$4,117,181.14 | \$(47,311.18) | -1.16% | |

LAKE LURE CLASSICAL ACADEMY
BUDGET REPORT (CONDENSED)
From 6/1/2017 to 6/30/2017

| EXPENSES | CURRENT BUDGET | MTD ACTIVITY | YTD ACTIVITY | BUDGET BALANCE | PERCENT REMAINING | NOTES |
|--------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-------------------|-------|
| 1. Salaries & Bonuses | \$1,813,029.08 | \$149,898.93 | \$1,786,733.72 | \$26,295.36 | 1.45% | |
| 2. Benefits | \$426,187.91 | \$38,793.64 | \$416,991.93 | \$9,195.98 | 2.16% | |
| 3. Books & Supplies | \$146,811.56 | \$11,652.98 | \$149,303.40 | \$(2,491.84) | -1.70% | |
| 4. Technology | \$27,024.70 | \$516.74 | \$19,823.57 | \$7,201.13 | 26.65% | |
| 5. Non-Cap Equipment & Leases | \$30,514.00 | \$2,044.08 | \$29,363.19 | \$1,150.81 | 3.77% | |
| 6. Contracted Student Services | \$68,650.00 | \$6,569.11 | \$46,692.10 | \$21,957.90 | 31.99% | |
| 7. Staff Development | \$5,558.39 | \$0.00 | \$2,817.70 | \$2,740.69 | 49.31% | |
| 8. Administrative Services | \$120,747.09 | \$5,877.68 | \$124,018.98 | \$(3,271.89) | -2.71% | |
| 9. Insurance | \$33,075.20 | \$2,817.00 | \$44,319.20 | \$(11,244.00) | -34.00% | |
| 10. Rents & Debt Service | \$700,687.57 | \$59,041.53 | \$1,299,219.53 | \$(598,531.96) | -85.42% | |
| 11. Facilities | \$131,784.00 | \$13,627.90 | \$129,810.19 | \$1,973.81 | 1.50% | |
| 12. Utilities | \$79,800.00 | \$3,868.58 | \$66,743.74 | \$13,056.26 | 16.36% | |
| 13. Nutrition & Food | \$2,250.79 | \$177.55 | \$1,496.57 | \$754.22 | 33.51% | |
| 14. Transportation & Travel | \$147,663.43 | \$16,448.08 | \$150,807.10 | \$(3,143.67) | -2.13% | |
| 15. Principal Discretion Funds | \$14,313.09 | \$5,098.76 | \$8,741.53 | \$5,571.56 | 38.93% | |
| 16. Athletics | \$42,683.65 | \$473.19 | \$40,025.11 | \$2,658.54 | 6.23% | |
| 17.. Capital Purchases | \$0.00 | \$6,006.90 | \$6,006.90 | \$(6,006.90) | 0.00% | |
| 18.. CFA - Summer Conference | \$22,584.30 | \$820.10 | \$18,707.88 | \$3,876.42 | 17.16% | |
| 19. CFA - Technology Grant | \$8,528.62 | \$0.00 | \$8,528.62 | \$0.00 | 0.00% | |
| 20. Bright Ideas Grant - 563 | \$204.30 | \$0.00 | \$0.00 | \$204.30 | 100.00% | |
| 21. After School Program | \$10,019.65 | \$754.42 | \$8,325.52 | \$1,694.13 | 16.91% | |
| 27. Insurance Settlement | \$0.00 | \$2,747.57 | \$2,747.57 | \$(2,747.57) | 0.00% | |
| TOTAL EXPENSES | \$3,832,117.33 | \$327,234.74 | \$4,361,224.05 | \$(529,106.72) | -13.81% | |
| NET SURPLUS/(DEFICIT) | \$237,752.63 | \$(180,500.84) | \$(244,042.91) | | | |

Update From the LLCA Facilities Committee
July, 2017

Submitted By Clint Calhoun

Facilities Committee met on June 15th and discussed the following:

- We are looking into working with a consultant regarding power usage and the possibility of getting reduced rates. The consultant would be paid a percentage of what the savings rate is, assuming that any savings can be found and assuming that we move forward with this. We are still in the process of researching this.
- We discussed the fact that we are only a few weeks away from the deadline imposed on the school to provide deliverables to the Town regarding easement agreements, work on the firing range, and monthly progress reports. We have fallen short on providing the Town with this information, but we are actively working to re-establish communication lines and have a meeting coming up to discuss easement agreements.
- The fuel tank is in and has been located well outside the buffer zone required for wells and the Town's water supply system. We were waiting for Camp Electric to come out and run the electrical to the tank. These items were to be invoiced prior to the start of the new fiscal year.
- It was mentioned that set up of the library would be getting underway.
- Tom Keever mentioned that storage continues to be a problem and that storage containers of some kind need to remain a priority. This may be another opportunity to seek donations given the recent successes of the Marketing Team.
- Our driveway and parking lots are getting in poor condition. At the very minimum we need a broom truck to come in and sweep the excess gravel off the surface and get everything re-striped and marked. Potholes need to be adequately filled and patched.
- Due to the stubbornness of the ground and the lack of grass germination in many areas, we will be acquiring some mulch which will be used to provide ground cover where we've had difficulty getting seed to germinate. Ground cover continues to be the main area we are getting popped by the state. Once we get the mulch we will need to have an all-hands-on-deck workday to get the mulch spread in the areas that we need it.

End of Report.

July 2017

IT Committee - Recent accomplishments:

- Lightning hit the building on June 20th taking out 7 phones, the intercom system, the fire alarm system, 4 data switches, the COM 1 and COM 2 on the server which communicates with the intercom system and one of the security cameras
 - The phones and data switches have been replaced
 - The fire alarm and intercom have been repaired
 - A new server has been ordered
 - Pricing to replace the camera is being explored



Netcentric Management Associates, Inc. (NMAI)
130 Red Hawk Knoll
Lake Lure, NC 28746

USDA UPDATE

13 July 2017

- ✚ Received “Authority to Process – based on General Counsel Input and Environmental Scope Submission to Raleigh, NC
- ✚ Sandy Batista, USDA Rep – has finished her Financial Underwriting – P&I at 621 K per annum. Strategic ramification: \$.25M per annum
- ✚ Detailed Discussions with Kerry Friedman, Esquire to finalize the Master Agreement –Lease Agreement between LLCEF and LLCA – submitted this date – Subject to Reclamas. Cross walked to USDA Minimum Master Agreement requirements.
- ✚ Feasibility Study Update – with LLCEF Data sets – will be completed by COB 14 July and submitted tomorrow evening. Work Party at LLCA in the morning- includes the CPA Mr Darrell Keller.
- ✚ Special Guidance from Mr Garland Burnette – re LLCEF Capital Campaign.
- ✚ State Clearing House will finalize comments on 14 July, ship to USDA 17 July – trigger for Update of Environmental Report. We will have 24-48 hours to turn that around. ECS must be on stand-by.
- ✚ Next week will have short term CRs and DRs cycle and have 4-8 hours to respond.
- ✚ USDA Target date to submit the package to Washington DC from Raleigh is Friday the 22nd.

Post USDA Raleigh to USDA Washington USDA Submission Actions (Jul-August):

- ✚ Outreach to Congressional Delegation
- ✚ Outreach to USDA Washington DC Leadership
- ✚ Write to your Congressional Leader Campaign

WDK
843-261-3215