



**Board of Directors Meeting  
December 16, 2015**

9:09 p.m. and 10:20 p.m. at VERITAS Community School, 2101 Belvedere Avenue in Charlotte, North Carolina.

**Attendance and Quorum:**

The following directors were present at the meeting, and their attendance constitutes a quorum:

- Jason Cole [jcole@board.veritascommunityschool.org](mailto:jcole@board.veritascommunityschool.org)
- Vanecie Delva [vdelva@veritascommunityschool.org](mailto:vdelva@veritascommunityschool.org)
- Lisa Mancini [lmancini@board.veritascommunityschool.org](mailto:lmancini@board.veritascommunityschool.org)
- Tracy Mott [tmott@board.veritascommunityschool.org](mailto:tmott@board.veritascommunityschool.org)
- Barbara Parrish [bparrish@board.veritascommunityschool.org](mailto:bparrish@board.veritascommunityschool.org)
- Laura Thomas [lthomas@board.veritascommunityschool.org](mailto:lthomas@board.veritascommunityschool.org)

Ramesh Nayar and Terrance McCaffery were absent.

Ex Officio: Katy Ridnouer

Guests: None

**Call to Closed Session:**

The closed session was called to order at 8:19 p.m. by Treasurer, Jason Cole.

1. Upon a motion made by Jason Cole, seconded by Ramesh Tracy Mott and unanimously approved, it was:

**MOVED: To go in to a Closed Session at 8:19 p.m. and to discuss personnel and facility updates.**

2. Head of School Personnel Recommendation: Katy Ridnouer recommended the school hire a Guidance Counselor on a part time basis for an annual salary of \$5,000. Ms. Ridnouer identified a candidate who will work at the school one day per week. The candidate is a Certified Guidance Counselor and has significant experience.
3. Facility Update: Katy Ridnouer provided an update regarding the Tryon Hills property and she will be meeting with various vendors including a general contractor, security company and landscaping company to obtain estimates to make the school operational ready. Ms. Ridnouer indicated she has been speaking with the current tenant at the property, The Bethlehem Center of Charlotte, and she is still in the middle of assessing the possible need for a new chiller since the Center paid for updates to the chiller within the past year. Ms. Ridnouer also indicated there are discussions under way with the Bethlehem Center to sub-lease the space from VERITAS, by paying a portion of the operating expenses; the two organizations would share the gym and cafeteria areas.
4. Upon a motion made by Jason Cole, seconded by Lisa Mancini and unanimously approved, it was:

**Moved: To end the Closed Session at 9:02 p.m.**



**Board of Directors Meeting  
December 16, 2015**

A meeting of the Board of Directors of VERITAS Community School was held at 7:30 p.m. at VERITAS Community School, 600 Seigle Avenue in Charlotte, North Carolina.

**Attendance and Quorum:**

The following directors were present at the meeting, and their attendance constitutes a quorum:

- Jason Cole [jcole@board.veritascommunityschool.org](mailto:jcole@board.veritascommunityschool.org)
- Vanecie Delva [vdelva@veritascommunityschool.org](mailto:vdelva@veritascommunityschool.org)
- Lisa Mancini [lmancini@board.veritascommunityschool.org](mailto:lmancini@board.veritascommunityschool.org)
- Tracy Mott [tmott@board.veritascommunityschool.org](mailto:tmott@board.veritascommunityschool.org)
- Barbara Parrish [bparrish@board.veritascommunityschool.org](mailto:bparrish@board.veritascommunityschool.org)
- Laura Thomas [lthomas@board.veritascommunityschool.org](mailto:lthomas@board.veritascommunityschool.org)

Ramesh Nayar and Terrance McCaffery were absent.

Ex Officio: Katy Ridnouer

Board Advisors: Terrance McCaffery

Guests: None

**Call to Order:**

The meeting was called to order at 7:44 p.m. by Chairperson, Barbara Parrish.

**Business:**

1. Public Comments: None.

**Minutes Approval:**

1. Upon a motion by Jason Cole, seconded by Lisa Mancini, and unanimously approved, it was:

**MOVED: To accept the September 22, 2015 and October 13, 2015 meeting minutes as written.**

**Treasury Approval:**

1. Jennifer McCluney, Operations Manager with Acadia Northstar, LLC, provided a detailed overview of the monthly financial statements that were in draft form. A final version will be presented to the Board for approval during the January 2016 Board Meeting.

**Report Outs:**

1. TeamCFA Report and Update: Laura Thomas reported that as part of the Challenge Foundation Board transitions, Tony Helton has accepted the position as Chief Operating Officer. Ms. Thomas also reminded the board of the upcoming TeamCFA sponsored Board Governance Training session which has been changed to February 6, 2016 in Charlotte; all board members should attend.
2. Monthly Head of School Report: Katy Ridnour provided the monthly school update as follows:
  - i. Open Enrollment: Ms. Ridnour reported the 2016-2017 school year open enrollment will begin on January 4, 2016. Advertisement has been placed within the grocery stores and there school will be open every Friday between 1:00 p.m. to 3:00 p.m. for parents of potential students to stop by and tour the school or asks questions.
  - ii. Curriculum/Testing: MAP testing will be performed in mid-January; internet Wi-Fi issues are being reviewed and should be fixed before testing begins.
  - iii. Exceptional Children: Ms. Ridnour has purchased a subscription to the Fast Forward program, which is a computer based training for children with auditory and attention difficulties. The program has 20 licenses and will be facilitated by the EC teacher to identified students for 1 hour/day, 5 days a week over a period of 4 to 5 weeks. Ms. Ridnour was able to secure a discount and the total cost of the program is \$5,000.
  - iv. Online Lunch Orders: The ability to order lunches online is up and running and has been very successful with the parents utilizing on a regular basis.
  - v. Professional Development: An intern from the University of North Carolina, Charlotte participated in one of VERITAS' professional development session reviewing the book "Mindset". Ms. Ridnour will attend a workshop at Thomas Jefferson which will cover Singapore Math.
  - vi. Miscellaneous: After school programs, activities and clubs are well under way. The school hosted a Holidays around the world open house to families. The

Kindergarten class had a field trip to the Nutcracker and the First, Second and Third grade classes went to the Discovery Place for their field trip.

3. Facility Lease Update: Katy Ridnour provided an update on the lease for the current school location at Seigle Avenue. Since the school will be preparing for a new location, Ms. Ridnour recommended the existing lease move to a month to month contract basis.

- i. Upon a motion by Jason Cole, seconded by Lisa Mancini, and unanimously approved, it was:

**MOVED: To amend the current building lease for Seigle Avenue to a month to month lease.**

4. Contracts Update: Katy Ridnour indicated the Landscaping contract has been reviewed and approved by the Finance Committee. The Xerox machine should be delivered by the end of the week.

5. Moved to Closed Session

- i. Upon a motion by Jason Cole, seconded by Tracy Mott, and unanimously approved, it was:

**MOVED: To a closed Session at 8:19 p.m. to discuss personnel and facility updates.**

6. Closed Session Ended

- i. Upon a motion by Jason Cole, seconded by Lisa Mancini, and unanimously approved, it was:

**Moved: To end the Closed Session at 8:59 p.m.**

7. Personnel Recommendations

- i. Upon a motion by Jason Cole, seconded by Tracy Mott, and unanimously approved, it was:

**Moved: To hire a part time Guidance Counselor as requested and presented by Head of School, Katy Ridnour.**

**Adjournment:**

- i. Upon a motion by Jason Cole, seconded by Lisa Mancini, and unanimously approved, it was:

**Moved: To adjourn the meeting at 9:02 p.m.**

**Meeting Reminders:**

The next board meeting will take place on **January 12, 2016 at 7:30 p.m.** at VERITAS Community School, 600 Seigle Avenue in Charlotte, North Carolina.

APPROVED