

REGULAR MEETING
Of the
UNITY CLASSICAL CHARTER SCHOOL BOARD OF EDUCATION

The Unity Classical Charter School Board of Education held a Regular Board Meeting on May 16, 2016.

The meeting began at 6:00PM and was held at 701 Scaleybark Road, Charlotte, NC 28209.

Present: Brian Payne, Chairperson, Joe Young, Siobhan Papa, Matt Drinkhahn, Marty McCarthy, Susan Walker, Don Minges, Dana Goldfarb, Dick Kittle, Stephanie Mrofchak, Sheila Goad, Head of School

Absent: No absences

Marty McCarthy opened the meeting and led with a brief discussion of how Unity Classical Charter School's requested delay in opening might be received in Raleigh. Given that four other schools requested delays which were granted, he anticipates no difficulties.

Marty introduced the name of Beth Donovan to the Board. Beth is interested in raising money for UCCS and is well connected for doing so. Beth is a retired public school teacher. The Board was unanimous in approving Beth's role in fundraising

Marty next called for approval of the minutes. All approved

Chairperson Brian Payne introduced the first item for discussion, Business Plans. He called upon Sheila Goad, Head of School to present her plan.

- Sheila introduced a project plan for Facilities. The plan detailed team members, deadlines (to be decided by team members) and project sponsors and business partnerships. Key dates for securing business partnerships were listed through March 2017. The plan also detailed an agenda, project objective, benefits and key duties. Sheila described her plan as a more granular.

Chairperson Payne next turned to Dana Goldfarb to present his High Level Project Plan

- Dana invited the Board to view the entire plan in thirds: - Facilities –Marketing –Executing
- The plan listed key project action steps, beginning with week 5-15-16 and detailed when the steps should be initiated and finalized up through opening 8-15-17. The areas that were explored were Financing, Facilities, Marketing, Enrollment, Staff Hiring, Curriculum/Education and Administrative/Technology. Each of the areas included a number of items to be addressed. Every area with the exception of Enrollment had at least one or more areas needing to be address immediately. The most pressing actions are Financing and Facilities.
- As we consider our Vision for fine arts, language and science it is critical that our facility/plant be able to grow into our Vision. Dana recommended mapping locations of other Charter Schools when looking for a facility.
- All project plans were calculated using a \$12,000 per month lease for 701 Scaleybark.

Dick Kittle, Facilities Project Chairperson reported as all remaining projects depend on the location of the school.

- Due to the number of problems in bringing the 701 Scaleybark location to state codes, this location has been ruled out as a contender. Dick has been working with a local Real Estate Agent, Lynette Glen from Hyland Realty. Lynette has worked with Charter Schools in the past.
- There is a Crosland Facility open at South Blvd. and Scaleybark which might work as a school site. It is currently a facility with numerous small offices that could be reconfigured for classrooms. The upside is that the location is easy to get to, there is a Lynx stop there, it has plenty of parking and is next to a library. The downside is that it may be costly to renovate.
- Sheila and Siobhan reported that CMS may have a site/sites available for lease and mentioned that Starwood Elementary School is available.
- Marty is speaking with American Charter Development about building and financing on May 17 and will report on the findings from that discussion.
- Brian does not like the idea of putting renovation dollars into a facility which we do not own. Dick reported that renovations could easily exceed \$500,000 to get us to code.
- The facilities committee plans to meet as often as needed over the next few weeks to speed the process of finding a property as all else depends on this.

Matt Drinkhahn provided an update on Financing:

- Matt will be sending a draft letter to everyone on the Board which can be sent to prospects for fundraising.
- The Board discussed the need to settle on an amount to be raised upfront so we can discuss this with prospective donors. The gate is somewhere between \$500,000 and \$1,000,000.
- Don Minges suggested that we pursue corporate sponsorships now before budgets are set.

All Board members agreed that we need to recruit members with a background in Marketing. We currently do not have Board members with this skill set.

Brian Payne adjourned the meeting.

***PLEASE NOTE, next meeting: Wednesday, June 1, 2016 @ 6:30. Location is 701 Scaleybark Road.

Respectfully submitted,

Susan Walker

Unity Classical Board Secretary