

## REGULAR MEETING

Of the

### UNITY CLASSICAL CHARTER SCHOOL BOARD OF DIRECTORS

The Unity Classical Charter School Board of Directors held a Regular Board Meeting on July 20, 2016.

The meeting began at 6:30PM and was held at 701 Scaleybark Road

**Present :** Brian Payne Matt Drinkhahn, Marty McCarthy, Susan Walker, Dana Goldfarb, Stephanie Mrofchak, Don Minges, Joe Young, Sheila Goad, Head of School. Lisa Oats and Ken Kilpatrick attended as visitors.

**Absent:** Dick Kittle, Joe Young, Matt Drinkhahn, Siobhan Papa.

Brian Payne, Unity Board Chair presided over the meeting. Joe motioned we accept the minutes from the last meeting, Stephanie seconded and the minutes were unanimously accepted.

#### **Voting: The Board had four agenda items for consideration**

- **RTO (Ready to Open) Enrollment Form:** Regarding the RTO process, Sheila is following the State Board of Education process. Two items need to be voted on as DPI needs forms by May 2017. Don Minges call to see all of the forms and asked if they were finished. Sheila reported that we have skeletons on most items and processes. Don asked that Sheila send a list of all of the forms to the Secretary to include in the minutes so we know what work is in front of us. The RTO enrollment form will be addressed at the next meeting.
- **School Calendar:** Stephanie questioned the start time for teachers, it seems too early. Sheila and Lisa explained that since we don't know who will apply, the start time is best kept early. Days are only half days and there is flexibility. The calendar mirrors the CMS calendar. Joe moved we approve the calendar, Don seconded and the the calendar was unanimously approved.
- **NAESP Membership:** The National Association of Elementary School Principals assists principals with webinars, blogs , a magazine among numerous other resources. The membership includes \$2 million in individual professional liability coverage and \$10,000 job protection legal counsel. There is a NC Chapter of the NAESP and the cost to join is \$235/year. Susan moved we join the NAESP, Stephanie seconded and the motion passed unanimously.
- **New Members:** Marty introduced Ken Kilpatrick from the Charlotte South Rotary club and mentioned that Lynne Schillinglaw from the same club was unable to make the meeting but was interested in possibly joining the Board. No votes were taken on membership.

#### **Fundraising Report:**

- Marty presented a check for \$25,000 from Gay Boswell. Joe will deposit the check.
- Marty and Sheila are scheduled to be on a call with a director of the Belk Foundation. There are also other Belk Foundations which Marty will be calling on.

- Two weeks from July 21 Marth is meeting with the president of a family foundation which is possibly capable of a legacy gift to many different schools

#### **Facilities Report:**

- According to an analysis from Dick the Scaleybark facility would need \$125,000 for repairs and at least \$150,000 to make it K-2 ready. We would quickly outgrow the space but Dr. Chun is behind the school.
- Marty and Sheila visited the Steele Creek Church facility. It is a very diverse church on Arrowood Road with a ministry to open a Pre-school. The church would like to grow with us.
- City Park on the old coliseum property on W. Tyvola Rd. is possibly interested in donating land to the school, this would be beneficial for growth.
- Dana has calls into the financial people from Bradford Prep and Mountain Island Charter School.
- Sheila, Lisa and Martly will be developing and reviewing K-8 financials. We are looking at \$12,000 per month for a lease.
- Metro School, Wilmore School and the Lutheran Church school are all out as facility prospects.

#### **Marketing and Next Steps:**

- Sheila is looking to delegate the RTO forms and will keep them under her umbrella.
- Sheila is looking for an intern who might help with marketing and with getting help from a friend of Stephanie's.
- We need a PR and Marketing person, Don knows someone and will research.
- Sheila is working on the Employment Contract. It is OK but not great. We may need legal help on the form and Joe may have a contact.
- The Board decided that Dana's Project Plan should be reviewed at every meeting and he agreed to send the document to the Board again.
- Marty moved and Don seconded that we have school uniforms. The Board voted unanimously to accept.
- Joe advised we should post our Charter. We will need to file a 990 tax return in about three months and we may need to get some help in completing this. The return is more word than numbers oriented and will be public information. We will complete the form and submit it to a professional for review.

**Next meeting: Monday, August 15, 2016 @ 6:30. Location is 701 Scaleybark Road.**

Respectfully submitted,

Susan Walker

Unity Classical Board Secretary