



Regular Board Minutes
September 11, 2017
1929 W. Arrowood Rd., Charlotte NC 28217

In Attendance: Susan Walker (Board Chair), Marty McCarthy (Vice Chair), Larry Lacivita, Dana Goldfarb, Doug Burkhart and Joe Young.

Others attending: Sheila Goad, Lisa Oates and guest Eric Mendell, from Weddington who homes schools his own son with a classical education and interested in education reform.

Absent: Gregg Sindors

Meeting was called to order and Quorum was established at 6:36 pm.

I. CALL TO ORDER - ESTABLISHED QUORUM

- Next Meeting: 6:30, September 11 , 2017 at Unity Classical
- Mission Statement was read by Joe Young: Mission Statement – Through classical education’s rigor, Unity Classical Charter School will develop intellectually, morally and physically excellent citizens who embrace learning and the desire to serve.
- Adoption of Agenda: A motion was made by to adopt the agenda by Marty McCarthy and was seconded by Joe Young. All accepted the motion and it was unanimous.
- Approval of Minutes: Motion to adopt last minutes made by Marty McCarthy and Seconded by Joe Young. All accepted the motion and it was unanimous.
- Intro of everyone to Eric Mendell and everyone Eric to everyone.

II. REPORTS/INFORMATION ITEMS

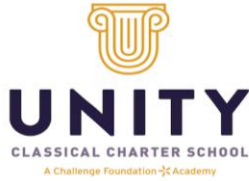
A. Head of School Report - (Sheila)

- a. Enrollment – 104-105 is current enrollment. Lost a few due to bus/ commute issues. Per Dana break-even was 95 so we are looking good. Distribution per grade: K are at 23 and 1st grade is strong at 23 also. Could use more 2nd graders.
- b. Staffing – Original admin (bookkeeping and enrollment) was let go and new one hired that has experience with Power School. Now have a receptionist also (front guard, signing out students). \$450,000 budget and we are in at surplus so that is good. Only have 2 full time TAs and that is a challenge. After the 20 days, a good portion of Jasmine’s salary can be covered by the federal money. Page is doing health, PE and assisting in classrooms. Grants that would assist in covering this so we can be open to spend somewhere else. Staff working well together. That was the expectation and it is working well.
- c. Facilities – School Safety/ First fire drill under their belt with full evacuation with our emergency response kit in tow. Another scheduled for this coming Friday morning. One Call and School Messenger are being looked at for communication but we are utilizing Texts and emails currently and they are

effective. Tornado and lock down drills are also scheduled. Rooms are manageable sizes and desks are nice size. Small groups/ break-outs are going into another room to make the most of space in other rooms. Lunch is working out well in the classrooms. Parents are in favor, due to less bullying opportunity, less interruption in the day, community feel. A parent that has offered up food to support those without lunches. Cleaning crews come Monday and Friday. Bring comparative pricing from the existing cleaning crew for additional clean-up. Pick up and drop off is working great with the walkies that were purchased and lanyards that were purchased.

- d. Technology – Serious issues and have had to get additional work done to accommodate MAP testing. An additional cost of at least \$200 per month for additional bandwidth may be necessary with the church paying half through Spirit Communications. The church spent money to boost the signal and is working on getting those in working order and are working closely with the school to assist where possible.
 - e. EC Status – Exceptional Student Compliance – 3 EC Students based on the IEPs that are in. OT and ST are on board. Anticipating after MAO testing that these stats will grow with additional assessments. A couple IEPs from a doctor from some students as suggestions. SAP (Student Academic Plan) IEP (Individual Education Plan) All teacher have had training for ELL and IEP plans and information is ready for reporting.
 - f. Oct 27 – 1st progress reports
 - g. Testing – Soon with paper and then computer. MAP testing to be done as soon the IT issues are resolved.
 - h. HR – New Employee Benefits, HR Compliance, Payroll, Drug Testing and Background Check pieces are all complete and in compliance. Employee Handbooks and Safe Schools Handbooks have been provided to all staff as well. We also have HR individual sessions with staff for additional compliance measures. Volunteer background check procedure and orientation information is also up on the web as well. There is a fee for the screening and the background clearance comes straight to UCCS. A Drivers License must be shown when any volunteer comes/goes. Orientation is available on Tuesday and Thursday afternoon at 3:30 for volunteers.
- B. *Treasurer's Report* - (Doug Burkhart) \$113,691 available to draw down also \$34, 885 in checking after paying loan back to Joe Young. BB& T issue has been fixed thanks to assistance with Acadia.
- C. *Budget* – with new enrollment how do we look. Acadia wants a 12 month budget so we will have something in Acadia to view. We are waiting for some actual numbers to use towards this. We also need to get access for First Citizens for Sheila Goad to access the numbers for the account. View only mode would be helpful for Sheila and Acadia. Joe Young will ask for this tomorrow. Debit or Credit card limit for Sheila is good for now but we need to get her view only access for the account. Curriculum dollars – smaller hit on second half of Singapore Math around \$2000 in November or December.

III. ACTION ITEMS/NEW BUSINESS



- A. *NC Charter School Association* – (Marty McCarthy) Do we join? What are the costs? Lisa Oates believes it would be good for us to join. Joe Young says his organization supports it. It is an advocacy arm in the state for the Charter School. Offer professional development in the summer for a cost but is less when you are members. Adds credibility to Prospective parents. We will check on costs and then discuss.
- B. *Salary Overpayments to Sheila and Lisa* – Have resolved these issues with Acadia. Any additional issues will be cleared up before the 31st.
- C. *Business Journal Ad* – Marty donated \$800 for ad. Do we wish to proceed? Piece would be a pull-out section to increase perception of the Steele Creek area. Want the community at large to know that we are growing and thriving and would be good to promote the school for future. Will assist with business partners mostly and a bit with perspective parents. Motion to spend the money on the advertisement made by Joe Young and seconded by Larry Lacivita. All approved unanimous.
- D. Afterschool Program – going strong with 40 students and continues to open enrollment.
- E. Head of School Evaluation – follow up with Siobhan Papa.
- F. We need to do some board training and governance as soon as possible. Can use Tom Miller as well.
- G. September 28, Curriculum Night and PTO meeting begins at 5:30 pm. We will discuss Core Curriculum and Singapore Math will be covered in depth. Classroom level discussions on Homework, Behavior, Procedures in the classroom, etc. will also be discussed. Panera Night – so support the school that night as well.

IV. ADJOURNMENT

Joe Young moved to adjourn and seconded by Marty McCarthy. All approved unanimous. Meeting adjourned at 8:06pm.