

UNITY CLASSICAL CHARTER SCHOOL BOARD MINUTES
October 19, 2015

Board Members Present: Beth Early, Marty McCarthy, Mark Lavoie, Susan Walker, Joe Young, Kelly Trnian, Matt Drinkhahn, Siobhan Papa, Brian Payne

Siobhan Papa shared a Ready to Open chart complete with due dates for items as well as notes to chart progress.

The Unity School Calendar was discussed. The Board unanimously voted to adopt as the Unity School Calendar for the 2016-2017 the same calendar as the Charlotte-Mecklenburg Schools 2016-2017 school calendar. The adopted calendar was approved over the proposed calendar submitted with the original Unity Charter Application, Appendix C. A copy of the adopted Calendar is attached.

October 30, 2015 is the deadline for updating the Unity Classical application. Derrick was working on giving giving access to the electronic file but since he has recused himself from the Board, Joe Young agreed to work on the changes.

The Board unanimously voted to accept the student handbook currently in the application.

The Board unanimously approved amendments to the original Unity Charter Application to eliminate all references in the application to the Hillsdale School and the Barney Charter School initiative of Hillsdale College as they appear on page 42 as well as pages 13 and 36.

Beth Early has submitted the updated Board roster to Tom Miller.

Joe is checking to see if new Board members need to complete the extensive biographical questionnaire which was part of the original application and will report his findings to the Board. Joe will also check with Deanna Townsend Smith to assist with access to the online application.

Board Chair Brian Payne has assigned Board members to head up or assist with specific ready to open checklist duties in accordance with feedback from each member as to strengths and interests.

The following reports were given:

EDUCATION: Beth, Kelly and Siobhan reported

- Applications for Head of School Qualifications were distributed and presented to the Board.
- Several sites were discussed as to where to post our Head of School position. Those sites include: Hillsdale College, Teach for America, Great Hears Academy, PFNC, Charter School Alliance, NC Teachers Assn, CMS and NC Charter School Assn.
- The committee is looking into an application portal. We currently have an email address which is info@unityclassical.com
- Kelly will email applicants back to thank them for their submission to make the process professional and personal
- The committee will obtain Contract and Employee Agreement samples from additional sources.

MARKETING: Mark Lavoie reported

- The website is being updated with a calendar. The calendar should include a list of upcoming meetings as well as Board meeting minutes.
- The Board was asked to come up with a good definition for "Classical" for marketing purposes.
- Siobahn is continuing to look for a seasoned marketing committee person.
- For proper marketing and mail purposes we need to have an address finalized. Since there is a competitive school already in the space Unity Classical will occupy, it was agreed that we could not use the actual physical address on correspondence.
- Social Media was discussed and it was agreed that we need to use media such as Twitter and Facebook to be more accessible. Brian will work on a Twitter account and Siobahn will work on a Facebook account.

FINANCE: Matt Drinkhan reported

- A telephone campaign is planned for Oct. 27, 2015.
- Joe Young has Quickbooks which he will make available to Unity Classical Charter School for finance purposes.

The Facilities Committee discussion was tabled.

The next Board meeting will be held November 2, 2015 at 230 S. Tryon St. at 6:30.

The next regularly scheduled monthly Board meeting will be November 16, 2015 at 6:30 at 1339 Baxter Street.

Respectfully Submitted,

Susan Walker, Secretary

Unity Classical Charter School