

## **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  
November 9, 2016.

The meeting began at 6:00PM and was held at 3700 Arco Corporate Drive Charlotte, NC  
28211

**Present :** Marty McCarthy, Sheila Goad, Susan Walker, Joe Yong, Stephanie Kokrak,  
Dana Goldfarb, Lisa Oates, Don Minges; call in Siobhan Papa

**Absent:**

#### **CALL TO ORDER**

**Prayer- Marty**

#### **Adoption of Agenda**

**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.

#### **CONSENT ITEMS**

##### **Recommend Approval of Minutes**

Susan presided over the meeting as Board Chair and called the meeting to order. Joe seconded and all unanimously accepted.

## **ACTION ITEMS**

### **Review of Lease and Facilities and Vote**

Susan, Marty and Sheila will be meeting with Steele Creek tomorrow (11/10) to discuss final details of the lease.

Things to discuss...

The possibility of other rooms we would like for (i.e. library, offices)

**Changes**, In the body of the lease paragraph 7, Add a reference to exhibit B.

The board had a brief discussion on the normality of 2% late fee. Typically, the board had heard of 1-5%. We decided to leave the fee at 2%.

We are going to ask about using their internet, a bridge, or getting our own. Don has some one that would like to do our telephone services. We are going to email Keebler Williams from Department of Education to see if we need land lines and if so, how many.

Item 9 and 10, landlord and leaser liability insurance both needed.

Inclusion on the lease about use of their furniture and what can we bring into the school.

Exhibit B, paragraph 3, add that we may need to add that we could possibly be using the building during a weekend.

**Changes**, pages 17, typo, the word Classic to Classical.

Don would like to make a motion to authorize three board members to make the changes that are needed at the meeting tomorrow and accept, Marty seconded and all unanimously accepted.

### **Review of 990EZ form and Vote**

Marty would like to make a motion to approve the 990EZ form, Stephanie seconded and all unanimously accepted.

Joe also brought up a Nondiscriminatory Policy. Joe has the IRS policy and Sheila has used the federal.

### **Review Teacher and Principal Evaluations and Vote**

Dana said he did not care for the Principal Evaluation and took the liberty of coming up with one. The one that he created was more specific. Susan pulled the Principal Evaluation from last year, sent to the board and we are going to compare. Action item for the next meeting is to look at the principal evaluations and compare/combine the two. We will vote on this at our November 19th meeting.

### **Treasurer Discussion and Vote**

Don has been recommended to our treasurer position.

Susan moved to nominate Don as our Treasurer, Marty seconded and all unanimously accepted.

## **REPORTS/INFORMATION ITEMS**

### **Marketing Plan/Open House Discussion- Sheila**

Sheila expressed concern in regards to us being a little behind with our marketing. We are going to add to discuss that with Steele Creek tomorrow to use the building for tours and open houses. Sheila is asking for the board help in marketing and commitment to coming to open houses. Team CFA is offering \$500 towards marketing and Susan is going to ask about Rotary Club donation. We need to start considering members for committees

### **Discussion of Arcadia, LBNA and Starboard reporting vendors**

Some board members have heard good things about Arcadia.

### **Team CFA Update**

### **Fundraising Report- Marty**

We have someone that is willing to possibly give more money. She wants to know if the board has all donated. Checks made to Unity Classical Charter School

## **Review Project Plan Tracker- Dana**

Review of finances. Any extra money we raise goes into a foundation.

We are going to be good in the facilities area very soon! Marketing we need to get ASAP.

**Our next meeting is scheduled for November 19th, all day workday and also December 8th at Joe's office 1515 Mockingbird Lane, Suite 520 Charlotte, NC 28209 at 6:00pm. Get off elevator and last door on the left.**

**ADJOURNMENT**