

**Lake Norman Charter Board Meeting Minutes**  
**March 1, 2012**

Attending: Tricia Sisson - Board Chair; Cathy Moore; Eddie Bethea; Bill Farber; Tom Ghareeb; Cynthia Bush; Ron Jones, Bonnie Newell, Laurie Fabian (Board Members)

Shannon Stein - Managing Director, Michelle Harrison, Mike McAlpin, Matt Schlegel, Terri Costa, Scott Abel (Administrators)

**I. Call to order - 7:01 pm**

**II. Board Governance Discussion**

**III. Approval of meeting minutes**

*Bill made a motion to approve with a change to letter A of closed minutes from public speaker to a student matter and special meeting minutes on March 9, 2012. Second by Laurie -- motion carried.*

**IV. PTO Update**

Next week is staff appreciation week. Wednesday will be breakfast and lunch for the students. Friday will be a chicken lunch and supply drive all week. Tuesday night PTO approved funding for two laptop carts and an AP chemistry lab.

**V. No public comments**

**VI. Managing Director Reports**

- a) Thank you PTO to all the laptop carts and all the efforts
- b) Big congratulations to our swimmers this year. Both boys and girls teams won regionals and were second at State. Many many accomplishments and great job.
- c) Meghan Ferry was introduced as a featured student in the Next Step U and is one of a select group. LNC high school seniors are really reaching to both in and out of state colleges and have heard back from 77 schools thus far. It looks like they are really going to a variety of universities and the scholarship offers exceed last year. Last year was \$4.2 million and we are currently at the \$5 million dollar mark. All of this will be addressed at Awards Night which will be in May.
- d) Another group that we want to recognize took part in the Student Empowerment Summit. This was held in January at Queens College. The

main goal was to use leadership skills in order to improve CMS and LNC academics. What the group decided to do was to start a mentoring program at David Cox Elementary and in particular for the at-risk students. One additional thing at the Summit that was discussed is the positive and negatives of school systems. The advisors deserve a great big hand as they started this initiative and have spent a great deal of time doing so.

- e) Search for high school principal is in place. On Monday it will be narrowing down. More will be discussed next month.
- f) The Carolina HealthCare System proposal to build a facility near LNC is moving forward. It only has one last meeting for approval and the parents that might have had questions, have had lots of opportunity to find out the details. The vote of the Town is this coming Monday. LNC does have interest in buying a small parcel of land from Carolinas HealthCare for additional parking and a possible rear exit.

## **VII. Treasurer's Report**

We have two things going on right now. One is the letter of credit that might expire in a year and how it is best to proceed. The banking industry is in an interesting state and we need to be prepared for many options and opportunities. We have been working with legal changes in the banking industry and been meeting with different institutions. The group is going to discuss the proposals on Tuesday and the three best proposals will be reviewed in person on March 16. It seems like it is in the best interest to go back to a consultant who has helped us in the past. It is critical that we need to get the best possible offer and situation for debt restructuring and how to handle the finances. We are also talking about additional funds for finishing off the high school building and making sure that we are fiscally sound and responsible.

Secondly, Harrella Whitehead, Shannon and Tom have been working on next year's budget. This will be an administrators budget more than ever before. Once we have something solid, we will forward that to review. We need to have a separate meeting to just talk about budget and these bond finance issues. We need to change the April meeting from April 2 to April 9. The April meeting will stick to financial aspects and be at 7:00 pm.

Thirdly, Shannon Stein and Laurie Fabian have been given authority to sign checks on Boards behalf.

*Bill made a motion to approve, Bonnie seconded -- motion carried*

## VIII. Old Business

### a) Common Core and Essential STANDARDS

There is definitely going to be a need for text books particularly in our math series. It isn't the math that changes it, it is the sequences of such. That will be addressed in budget figures next month.

## IX. New Business

### a) Paternity leave request.

*Bill made a motion to approve, Tom seconded - motion carried*

### b) Construction Committee

The committee met with a firm last week and would like to propose an architectural firm go through the schematic and then go through the General Contractors bidding process. There is not a formal proposal tonight but will be tomorrow. Timing is important. This firm has done many many schools and they are out of the Asheville area. One of the most attractive discussions this firm had was their ability to design a building that would enhance the instruction and experience for all Lake Norman Charter students, teachers and parents.

The Board made a motion that the Architectural Committee enter an agreement with an Architectural Firm not to exceed \$125,000 and will bring back the contract for Board review.

*Bill made a motion, Tom seconded -- Motion carried*

### c) Policy and Personnel Committee

- Shannon and her team have done an amazing work for the team.
- The first part of work is the Lake Norman Charter Employee and Faculty Handbook. The work included making sure that this document aligned with so many of the other new and better documents that have recently been approved. It does a good job of bringing consistency where it was lacking.

*Eddie made a motion to approve, Bill to second -- motion carried*

- Job descriptions have also been written for virtually all positions within the administration. The managing director supports the way this has been written.

*Eddie made a motion to approve, Bill to second -- motion carried*

## d) Technology Report

There was a meeting with Scott, Kim, Wanda Gaines and Ron. The discussion was about the technology strategy -- where are we and where do we want to be. We want to do this Long Range Strategic Plan and create this report and bring it to the Board for approval that will be complicated. Due diligence has happened and benchmarks have been made. The committee wants to know the hardware part and how to integrate technology to brighten the learning experience. This will probably be a five year plan and need to be a living program. The group is visiting Roxboro and meeting with both Dell and Apple. This will be a paradigm shift in how we educate kids and how our teachers will talk. Technology grants were discussed and they aren't as available as you might think.

## e) Summer Project Proposal

Some money in maintenance as our building is aging. Administration is asking the Board approve student help in an amount not to exceed \$6,000. It would be part time and hourly. All candidates would be interviewed.

*Tom made a motion to approve summer part time, Laurie seconded -- motion carried.*

## f) Lottery Update --The student lottery ended up being very smooth this year. It was a 45 minute process and was streamlined via computer.

Board bios have been submitted and will go to Marie. Pictures need to be submitted.

X. **Strategic Planning Process with Brian Boone**

*Eddie made a motion to adjourn the meeting, Tom seconded - motion carried.*