



## Lake Norman Charter Board Meeting Minutes July 12, 2012

Attending: Bill Farber – Board Chair; Tom Ghareeb; Ron Jones, Laurie Fabian, Mike Manahan, Cynthia Bush, Eddie Bethea, Tricia Sisson, Ron Jones, James Cuttino, Bonnie Newell (Board Members); Shannon Stein - Managing Director, Lawrence Sullivan – HS Principal, Michelle Harrison – MS Principal, Terri Costa – Vice Principal, Harrella Whitehead – Business Manager, Matt Schlegel – Director of Athletics, Scott Abel – Director of Facilities

- I. Board Training Session/Governance Training – Thomas Miller, NC State Office of Charter Schools**
  - A. Cynthia Bush departed following governance training
- II. Call to order – 6:35 pm**
- III. Approval of Open and Executive Session Meeting Minutes from June Board meeting** *Motion by Tricia to approve July meeting minutes, both open and closed. Motion seconded by Jim. Motion Carried.*
- IV. No PTO Update**
- V. No public comments**
- VI. Managing Director's Report**
  - A. Shannon reported we received notification that NC Wise has entered an agreement with Power School and in 18mos – 2yrs will be changing their system. Power School has advanced features and is user friendly to both students and parents.
  - B. IRS Feb proposed change to tax structure wording that would have kicked all charter schools out of state retirement system nationally. Association met and is moving in the right direction.
  - C. July 19 Shannon will see Dr. Morrison CMS Superintendent Luncheon sponsored by LKN Chamber of Commerce – get his views on the future of CMS
  - D. Leadership conf. for DPI Mon & Tues of next week
  - E. Still in negotiation of land purchase with CHC. Appraiser has been given new information related to access and obtained new comparables and new appraisal has been delivered to CHC.
  - F. Strategic planning groups have all met and goal is to have the Strategic planning committees meet prior to the August 23<sup>rd</sup> town hall. Folders have been added to Dropbox.
- VII. Treasurer's Report – Harrella Whitehead on behalf of finance committee**
  - A. Reported LNC received first drop from state, 34% of what we will get, estimate we will receive total \$275k more than anticipated.
  - B. Bond closing tomorrow, actual transaction 17<sup>th</sup>, swap transaction 3 days later.
  - C. New monies Harrella is working with C. Kevin Bringewatt of Wells Fargo, they have pre-vetted of the three contractor finalists.
  - D. Will have year-end financials in August for budget amendments.
  - E. Tom commented that met with counsel representing us with bond holders, Brandon (counsel) indicated LNC had received as good a deal he has seen.

- F. Shannon commented that Tom and Harrella's time and commitment has been tremendous working on the bond refinancing and thanked them for their work.

#### **VIII. Old Business**

- A. Strategic planning update – Shannon recommended we continue our relationship with Brian Boone, our consultant for the Strategic plan, in order to help us with our communication plan and execution of the strategic plan. Recommendation that we leave the contract open for the full school year.
- B. Tom motioned to extend Brian Boone's consultant contract for the school year, Jim seconded, motion carried.

#### **IX. New Business**

- A. Shannon stated that Lawrence, Terry, Michelle and Shannon have worked together to fill some vacancies.
  - 1. Michelle discussed the 7<sup>th</sup> grade math addition, MS 7<sup>th</sup> grade LA Ms. Leide was teaching at Mint Hill Middle, 8<sup>th</sup> grade Social Studies Ms. Jodie Coffey was teaching at Lakeshore Middle
  - 2. Lawrence discussed HS counsel.... Dr. De Santis / Mrs. Noel Roark HS English / Brandon Brown AP US History / Mark Steele EC dept. NW NY Director of school camp
  - 3. Shannon recommended one additional staffing hire full time EC Asst. at the 5<sup>th</sup> grade. Increased students with IEP needs year after year in the 5<sup>th</sup> grade have warranted a need for an assistant. Discussion by board and admin of the need and numbers of increase
  - 4. Tricia made motion to approve the new hires recommended for the HS and MS, Jim seconded, motion carried
  - 5. Tricia made a motion to authorize the hire of Full time EC assistant 5<sup>th</sup> grade, Tom seconded. Shannon clarified the total number of EC staff, motion carried.
  - 6. Brief discussion on EC student demographics and % of student population.
- B. Eddie reported that the Policy & Personnel Committee worked on the student/parent handbook and a version for approval was submitted via Dropbox.
  - 1. Not a lot of changes with exception that the policy handbook that was approved reflected any changes needed in the parent/student handbook and that any missing policies and best practices were incorporated (ex. Addition of bullying/harassment policy). All changes were marked in book. Board reviewed changes and discussion/notations were made.
  - 2. Ron made motion to approve proposed changes, Mike seconded. Eddie made motion to amend motion to approve with typos corrected, Jim seconded. Motion carried.
- C. Matt provided an athletic code update.
  - 1. Matt stated that the Athletic code policy last year had been updated to allow a 15 day grace period for students who had not met academic standards. New policy was put in place last year and started working well, however as the year went on appears students were taking advantage, and it was difficult to administer. New policy for upcoming school year has taken the 15 day grace period out, Matt has discussed with teachers and coaches. However, Matt proposes a new policy be developed with a new grace period provision and brought to the board for approval in the January timeframe.
  - 2. Suggestion to develop a committee to look at creating a new co-curricular code that encompasses both athletics and extra-curricular activities.
  - 3. Tricia made a motion to remove the 15 day grace period provision from the current Athletic code policy, Ron seconded. Bill asked question regarding coaches' use of

the 15 day grace period, Matt and Shannon clarified coaches had discretion to follow the rule but do so more stringently. Motion carried with one dissenting vote.

4. Scott discussed the summer maintenance of facilities and athletic fields. Building improvements and maintenance is on track to be done prior to school start. Rain garden maintenance for storm water credit is being completed. Engineers are reviewing LUISA inspection. Hillside and bleachers are almost complete, solve for gap in top of hill and bleachers with wider seat. Fences are coming in, with gate at the shed with single point of admission. Bleachers will be bolted into concrete pads when anchored down. Booster workday August 4<sup>th</sup> to create another pressbox with roof, bushes alongside of bleachers, and fences around port-a-potties. Have 2300 capacity with the new bleachers which is over goal for 2A school. There will be a separate area for visitors and home.

D. Construction Committee Report

1. Bill reported committee met with architects and drawings are 50% done. Met with County and Huntersville and thought things were ok, however there may be an issue with the front entrance but there may be a way to amend with trees to be in compliance. Hope to break ground October 1<sup>st</sup>.

- E. Tricia made the motion to approve the MD bonus discussed in executive session during the June board meeting, Bonnie seconded, motion carried.

- X. *Motion to adjourn by Tricia, second by Mike. Motion carried. Meeting adjourned at 7:42pm.*