



## **Lake Norman Charter Board Meeting Minutes November 1, 2012**

Attending: Bill Farber – Board Chair; Mike Manahan – Board Vice Chair; Tricia Sisson – Board Secretary; Tom Ghareeb – Board Treasurer; Ron Jones, Laurie Fabian, Eddie Bethea, Cynthia Bush, Bonnie Newell, (Board Members); Shannon Stein - Managing Director, (following attended beginning at 7pm): Lawrence Sullivan – HS Principal, Michelle Harrison – MS Principal, Terri Costa – VP HS, Mike McAlpin - VP MS, Harrella Wedington – Director of Business Services, Scott Abel – Director of Facilities

- I. Call to Order – 6:00 PM**
- II. Board Governance Training – Board reviewed a podcast “Navigating the Intersection of Governance and Management Series”: Podcast #4 “What it means for a board to speak with one voice & why it matters”**
  - a. Board discussed the podcast and its role in speaking with one voice
  - b. Board discussion led by Policy & Personnel chair Eddie Bethea regarding board attendance and board governance training. To be included it was suggested that basic training be given to new board members. Discussion regarding minimum training hour requirement for all board members. Eddie will submit a policy for the board to review and vote upon at the December meeting. Discussion regarding board retreat and need to review and update the Long Range Plan on an annual basis.
  - c. Board discussed the article in the Charlotte Observer regarding CMS’s legislative agenda regarding their desire to give operations of charter schools to local school boards.
- III. Approval of Open Meeting Minutes from October Board Meeting**
  - a. ***Motion to approve by Cynthia Bush, second by Bonnie Newell, motion carried***
- IV. Support Organization Update**
  - a. **PTO: Angie Lambert, PTO President MS**
    - i. In two weeks PTO will be sending out the gift of the season information
    - ii. Approved \$1,300 for certain programs including at needs and Study Island
    - iii. Carpool raffle brought in approximately \$10,000
    - iv. PTO is sponsoring HS Ring ceremony to be held on Tuesday, November 6<sup>th</sup>
    - v. Next PTO board meeting November 12<sup>th</sup>
  - b. **Athletic Booster Update**
    - vi. Fall sports wrapping up with home football playoff game Friday, men’s soccer has playoff game on Saturday
    - vii. Gearing up for January’s Bank of America fundraiser – celebration
    - viii. State Champion in Tennis Winner – Hannah Archer
    - ix. Volleyball made it to the State semi-finals, finished in 2<sup>nd</sup> place
    - x. Cross country State Playoff race this weekend

**V. No public comments**

**VI. Managing Director Report – Shannon Stein**

- a. Ms. Derwich is teacher of the year and now a finalist for state teacher of the year – on site visit for interviews and in class review
- b. Traffic update – “still have traffic”. Car flow is moving. A few emails from parents coming from the south due to added commute time coming from the south. However most days carpool is ending 5 minutes earlier. Town of Huntersville also received some complaints on merging and u-turns.
- c. Land purchase still in discussion – we have appraisal, discussion is ongoing.
- d. Park bonds – Huntersville residents will vote on bonds for additional moneys to increase parks/fields.
- e. Ms. Harrison, Ms. Costa, Ms. Stein went to see Dr. Harrison, state board of education chairman, speak at UNCC and present the State Board of Education vision for public education entitled, “Vision of Public Education in North Carolina: A Great Education System for a Great State.” State Board Chairman Bill Harrison and staff are traveling around North Carolina sharing the Board’s vision with education and community leaders. The vision builds on the state’s constitutional commitments, emphasizes the state’s responsibility to provide a strong system that serves all students and is geared toward the promotion of public interest.
- f. Shared the 2011-2012 LNC report card published by the state NC report card. Shannon noted LNC is significantly lower in per pupil spending compared to state in local and state funding. LNC increased proficiency in students with disabilities by 5% but African American population went down by 5%. LNC is working on a plan for responsiveness to these changes. Mike Manahan brought up a question about school safety measures. We have done a little with Rachel’s Challenge and the Anti-Bullying prevention program. Cynthia Bush expressed surprise that our reading proficiency and how it is lower than some of the other schools. Our population of students contributes to these scores. Discussion regarding bringing in interventionists to help. This information is available on the LNC website. Several board members questioned the budget/funding and looking at the students, and how some schools receive more money for a student. Data is derived from State Report Card. The money depends on the population makeup of students the school has. Ms. Stein also shared that we made all 26 targets and were given Honor School of Excellence designation.

**VII. Finance Update**

- a. Harrella Wedington directed the board to the financial documents and specifically the budget comparative summary.
  - i. In the financial section adjustments made in state revenue based on final number that will come in this month
  - ii. ADM is 1592, up from last year
  - iii. Local \$’s – all counties have provided funds so number is now actual
  - iv. Revenue section, four items make up the total, the largest adjustment is the federal grant line – LNC applied for what they got last year, but number will have to be reduced due to the lack of stimulus money this year.
  - v. 15 new transfer students, so expecting revenue to go up, but 224 is the expectation since we have more students and less money
  - vi. EC money will also be adjusted, Harrella working with Acadia to find out why there is a drop when we have more EC students
  - vii. Fund 4 – Capital Outlay is a new line where we will draw from bond money to fund capital expenses.

- viii. State retirement has been adjusted down for actuals to date
- ix. Facilities adjustment from the money we spent on the bleachers
- x. Rents and debt service has been adjusted for interest, cushion, and two years of principle – change in principle is due to a change in mode for paying the principle as a result of the new bond financing.
- xi. Completed the audit last week

***Tricia Sisson made a motion that the budget amendments be approved, Ron Jones seconded, motion carried.***

- b. Harrella reported the finance committee is drafting a finance policy for the Policy committee to review then to be submitted to the board for approval.
- c. Harrella requested the opening of a new checking account for Athletics for the payment of referees to pay referees for the sports that do not have organizations to pay referees for them. Matt explained the changes in the payment procedures in which checks have to be written individually, but that volleyball and basketball now require checks be ready prior to the event. Sheet with expected ref pay would be submitted prior to the season, treasurer would approve, and Managing Director would have to approve on the back end, so there would still be a double approval process.

***Tom Ghareeb motioned to open an Athletic bank account, Laurie Fabian seconded, motion carried.***

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

- a. Strategic Planning Committee Updates
  - i. College Counseling Committee – Laurie Fabian stated the next meeting is next Monday – initiating an alumni survey next month to gear college conference in April – obtaining feedback to make sure what is offering is in demand. Parent survey kickoff is December. Profile has been updated on line. December 19<sup>th</sup> will host alumni panel with staff/alumni meet & greet with pizza – questions on video to get feedback on what they liked about LNC. Panel of alumni conducted again this year so seniors can hear about their experiences.
  - ii. Terri Costa reported that Partnerships Committee has divided partnerships into four different groups – Education, Vendors, Community, and Business - subcommittees formed to work with each group. Shannon reported she and Brian Boone met with chair of committee Norris Woody and made it clear that the point of the committee was not fundraising, but truly working as a partner to LNC
  - iii. Ron Jones reported Technology Committee met last week, business plan is a focus of the committee and will follow up at next meeting
  - iv. Cynthia Bush reported Cross Cultural Committee met this evening – discussed details of exchange program with Japan, solicited host families, discussed professional development ideas, hosting session for community before February board meeting.
  - v. Mike Manahan reported Communications Committee met Monday, identified that survey did not solicit student input, did not get much back from students, formal survey with students being initiated. Identified short and long term goals regarding parent communication. General community communication, again identified short and long term goals, expressed a need for a dramatic change to the website. Looking to replace what they've got – specific media campaigns reporting back to what progress has been made. Also looking to identifying a social media campaign.

**b. Construction Committee Update**

- i. Bill reported that Huntersville and LUISA have approved plans, groundbreaking two weeks ago, county will begin reviewing plans on 7<sup>th</sup>, hopefully finishing on 16<sup>th</sup>, expect permit on 19<sup>th</sup>, start construction last week of November. Pre-engineered metal building already started. Projected finish date of July 27<sup>th</sup>.
- ii. Shannon reported multipurpose room may still serve its current purpose in the short term at the beginning of the school year.

**IX. New Business**

a. 2013-2014 Calendar Recommendation

- i. Shannon reported on the draft of the calendar and moving the exam schedule to prior to Christmas break to allow the students to have a true break. Fewer days in Q1&2, and more days in Q3&4. Positive change due to heavier weighting in the last two quarters. Additionally, common exams will occur in May, so instruction days will be taken for these.

***Laurie Fabian motioned to approve the 2013-14 calendar, Mike Manahan seconded, motion carried***

**X. *Motion by Tom Ghareeb to move to Closed Session at 7:54pm, motion seconded by Bonnie Newell, motion carried***

**XI. *Motion by Tom Ghareeb to move to Open Session at 8:45pm, motion seconded by Eddie Bethea, motion carried***

**XII. *Motion to adjourn by Tom Ghareeb, second by Eddie Bethea. Motion carried. Meeting adjourned at 8:45pm.***

Minutes respectfully submitted by:  
Danielle Derwich  
Tricia Sisson, Board Secretary