



Lake Norman Charter Board Meeting Minutes

Open Meeting Minutes

May 2, 2013

Meeting Called to Order by Bill Farber–6:22 PM

Attending: Bill Farber – Board Chair, Tricia Sisson – Secretary, Eddie Bethea, Laurie Fabian, Cynthia Bush, Shannon Stein - Managing Director, Board Members elect Dr. Mike Putnam, Kyle Burkey, and Kevin Lambert

- I. **Governance – Board Training – Dr. Carpenter’s 6th series “Governing As Though You Can Be Personally liable – Because You Might Be” 6:22 to 6:**

General Meeting

Attending: Bill Farber – Board Chair, Tricia Sisson – Secretary, Eddie Bethea, Laurie Fabian, Cynthia Bush, Tom Ghareeb, Ron Jones, Shannon Stein - Managing Director, Lawrence Sullivan – HS Principal, Michelle Harrison – MS Principal, Mike McAlpin– MS Vice Principal, Terri Costa – HS Vice Principal, Harrella Whitehead – Director of Business Services, Scott Abel – Director of Facilities, Matt Schlegel – Athletic Director

- II. **Approval of Minutes**

Motion by Laurie Fabian, seconded by Cynthia Bush to approve April Open Meeting Minutes, motion passed

- III. **Support organization update**

- A. PTO update – Karen Clark reported on coffee chat and end of year celebration. Filled positions for next year, will meet with building admin to determine use of remaining funds.
- B. Athletic Update – Perry Clark reported all spring sports have had Sr. nights, early signup in works, working details for concession needs,

- IV. **Public Comments – no public comments**

- V. **Managing Director’s report**

- A. Recognition: Shannon thanked support group leadership and membership. They have given a great deal of their time above and beyond.
- B. Introduced incoming board members to audience – they were previously introduced to the board. Announced they are losing board members, recognized Ron Jones, Tom Ghareeb and Tricia Sisson, three board members who completed two full terms.
- C. Recognized the planning committee for recent college conference that was well attended
- D. Graduation is June 1st at 9am.
- E. Shout out to Leslie and Billy McElroy in participating in Run to Overcome, students volunteered in the run/walk to benefit students with disabilities. Charter earned over \$850 for our students with disabilities
- F. Shannon had her first Rotary meeting at the Huntersville Rotary Club, where she will represent the school in the Rotary

VI. Finance Update

A. 2013-2014 Budget Presentation

- i. Harrella presented the budget that has been reviewed by the finance committee to the board - \$12million budget with state revenue (~\$7.5 million) as the largest portion, state has indicated we will get a 1.9% increase however due to climate the increase will not be built in and number will stay flat. County is next largest (~\$3.6 million) allowing a 1% increase. We were supposed to get federal allotment sheet, however they are a month behind and we have not received that sheet. Federal money covers our EC grant, kept that flat. Potential athletic revenue source (playoff money) has not been put in due to unknown of athletic performance. Also did not include dollars for spring fundraising for budgeting purposes due to lack of history on this funding source. Remainder of revenue is contributions from families, interest, etc. On expense side largest is salary = 71% of overall budget. Disability is going up 2%, Health care is budgeted with 5% increase however rate sheets have not come out. Retirement contribution went up 10% last year, budgeting a 10% increase again. Budgeted for 2% salary increase, pending actual allocations and board approval. Also budgeted for new positions being added next year. Bill interjected that the budget has to be passed per bylaws in July but actual funding from state isn't known until November. Non-capital expenditures include 3.47% overall budget. Capital expenditures of more than \$1500 budgeted at 0.3% of overall budget. Also planning a purchase of CPCC land, looking to hear by end of June. The land purchase \$'s set aside this school year has been reallocated to the technology pilot, therefore capital expenditures are lower in next year's budget. Facilities & Transportation up to 5.14% of total budget due to field maintenance and new facilities. Added \$7500 for band program in Student Fees. Purchased Services 4.9% of overall budget, moving Brian Boone to a part time consultant from full time previous year. Included media plan budget for Dir. Of Community Relations. Rent & Debt service = \$18 million in bonds outstanding, 90% is fixed. Rent & Debt is 12.9% of overall budget. Line item is down due to reduced rate, no mobile unit rent, and higher principle payments. Budget is not net zero due to the requirements of our bond covenant requirement to maintain a cash flow coverage ratio. Final budget will include capital outlay from fund balance to cover remaining phase III expenditures, technology and potential land purchase. Budget surplus will address strategic initiatives and technology.

B. 3rd Quarter Budget Update

- i. Very little change from last quarter – notably a 3% change in total service purchases. Local revenue changes by \$48k with athletic revenue and lifetouch photo revenue. No questions on any changes from board members.

C. PTO Payout Rate

- i. Policy in place that in May staff may elect to cash out unused PTO days, set currently at \$75 per day. Shannon and Harrella had a discussion on whether or not to lower or raise this payout, determined it should stay the same.

VII. Old Business

A. Construction Committee Update

- i. Scott reported phase III is moving slowly. Contractor stating it will be tight but working very hard to be on schedule. Bill asked if there was resolution around rain garden, Scott stated we would have to develop the final rain garden. Working with town staff on how to gain parking and meet needs of planning dept.

B. Strategic Planning Committees

- i. Cross cultural – no updates
- ii. Partnership – Meeting in a few weeks
- iii. Communications – Michelle reported working with technology to announce grade levels and what devices moving forward with
- iv. College Counseling – Laurie Fabian reported LNC hosted college conference, very well attended with 47 colleges and 300+ attendance. Feedback very positive. Committee is looking on to move forward and meeting next week. Kudos to Lucy Smith recruiting people to present.
- v. Technology Committee Update – Harrella reported tech team has been very busy, working daily with pilot teams and teachers, gathering data and trouble-shooting devices. Meeting last Monday and invited teachers who reported their experience. Invited HS depts. And rep from 6th grade. Have come to a decision on what device will launch and working with communication committee to disseminate the information. Hoping to have devices in by June 1. Will be engaging professional development over the summer and launch in August.

VIII. New Business

A. 2013-2014 Budget Approval

Motion to approve 2013-2014 budget by Tom Ghareeb, seconded by Ron Jones, motion passed unanimously.

Motion to approve 3rd quarter budget change by Tricia Sisson, seconded by Tom Ghareeb, motion passed unanimously.

B. Odyssey of the Mind Field Trip Approval – OM has raised over \$3000 for their trip to world finals.

Motion to approve field trip by Tricia Sisson, seconded by Cynthia Bush, motion passed unanimously.

Motion to adjourn by Tom Ghareeb, seconded by Tricia Sisson, motion carried and meeting adjourned at 7:44 pm

Minutes respectfully submitted by:
Tricia Sisson, Board Secretary