



**Lake Norman Charter Board Meeting Minutes**  
**Open Meeting Minutes**  
**August 8, 2013**

**General Meeting**

Attending: Bill Farber – Board Chair, Laurie Fabian, Michael Putnam, Kevin Lambert, Kyle Burkey, Jim Cuttino (arrived at 7:55 pm), Shannon Stein - Managing Director

*Meeting called to order at 7:05 pm by Bill Farber*

**I. Approval of Minutes**

*Motion by Mike to approve the minutes, seconded by Laurie to approve, motion passed*

A. Changes to July Minutes

- i. Approval of minutes by Mike not Bill,
- ii. Approval of handbook was seconded by Eddie not Bill
- iii. Approval for grant was not by Bill but by Mike

B. Changes January 10<sup>th</sup> Minutes

- i. Should be an open session rather than a closed session

*Mike motioned to approve January minutes and Laurie seconded, motion passed*

**II. Support Organization update**

A. PTO

- i. Distribution Day went well
- ii. New School Website-getting the information in and they hope to have it in as soon as possible
- iii. Lunch orders opened today
- iv. Hospitality committee is busy getting ready for the staff luncheon
- v. Parent Ambassadors reached out to 5th grade families with a follow up email, the middle school parents were happy with the phone calls
- vi. Newcomer Breakfast-it will be a social on Sept. 9th at night so it will not be a breakfast this year

B. Boosters

- i. Laurie stated the following:
  - a. Fence is up
  - b. Saturday is the big workday (20 to 30 volunteers) to fill the holes with dirt,
  - c. The shed will be painted and the deck will have a face-lift
  - d. The partnership with Mama's pizza has begun with the new concession trailer arriving for the upcoming fall season.
  - e. The 16th is the first kick off -no admissions but test run for concessions
  - f. The 24th is the Back to School welcome-free of charge, corn hole tournament, food, and inflatables.
  - g. Moms 101 event will be on August 17<sup>th</sup> (teach the fundamentals of football to parents)
  - h. There will be flags to promote our championships from last year.

### **III. Public Comments – no public comments**

### **IV. Managing Director's Report**

- A. Lori Hughes: Discussed how students with disabilities are doing in school.
  - i. The CIPP Report (Continuous Improvement Performance Plan) looks at data from the year before in regards to EC students. All areas look good, but area of concern is between the 5th and 6th grade in reading.
  - ii. What are we doing to improve those rates: Using a reading program, MAPS (testing three times a year), implementation of tech pilot, I-Pads for the Study Skills program, and as data comes in during the year it will be shared
  - iii. What are causing the drops-students who have been home schooled, severe deficiencies in reading and math
- B. Melissa Scire: Life Skills Program- Partnership Committee, Students and Parents will get the opportunity from 6 to 7:30 once a month to learn about certain life skills.
  - i. Sept-Bank of America will be talking about personal finance
  - ii. Oct-A librarian will be talking about keeping yourself safe in cyber space
  - iii. Nov-Officers from Huntersville Police Department will speak about legal issues. There will be two sessions. The students will submit questions anonymously to the officers-boxes in English classrooms until Oct. The presentation will be based off those questions. It will mostly discuss illegal issues that arise with texting and cyber bullying. Parents will be at another session about things teenagers are in to and what parents need to look for at home, trends that are happening and what parents need to do to keep their child safe.
  - iv. Nov-How to get a job- a rep from Wal-Mart will provide tips on getting a job, applications for kids to complete, several people from other areas (McDonalds, Starbucks and JDRockers) will do mock interviews
  - v. Dec-Break
  - vi. Jan-You are 18 now what? A person will talk to parents and students and the rights they have now that their child is 18
  - vii. Feb-Personal Safety and Self-Defense
  - viii. March-final one for year-On your own, so now what? Mr. DeSantis will be talking about renting homes. Daily living and budgeting, as well as pet ownership will be discussed.
  - ix. April-Charter College Conference
- C. Shannon
  - i. Shout out to PTO gals- Distribution Day went smooth and it took a lot of pre-planning for that to happen
  - ii. Wal-Mart donated a good amount of supplies for the Booster Clean Up Day
  - iii. Mark Calendars: Remind Board that August 12th at Rural Hill from 12:30-2:30 is the PTO Luncheon & team building, Aug 22<sup>nd</sup> and 29<sup>th</sup> Middle School and High School Open House 6:00-6:30 presentation in gym (PowerSchool and Website), important for Board members to be there in front of the families, pick at least one to be at and let Shannon know which one you will be attending, do not have to speak but she will introduce you.

- iv. Dr. Tom Miller coming for a site visit. There was an article called “Charter Boom Shifts NC Landscape” which talked about all new local Charters opening in the Charlotte Area. There are about 129 Charters in the state. Shannon sent an e-mail to Joel Medley asking permission for the Board to send a letter about another school using a similar name- a lot applied to be Charters and one is asking to be Lake Norman Charter Preparatory School. At first the school was shut down because impact statement was weak, but it has been brought back up by the Board and they are asking for it to be approved by the state. Shannon is skeptical about their statements because they said they had 4,000 on a waiting list, track record of success and cited Langtree and that opens in 3 weeks. It is brought up by a Board member about any thoughts on letter in regards to the similar Charter school name. Members discussed the concerns with the name and impact it will have on families.
- v. Bill asked Shannon to explain to new members the differences between the Alliance and the Association. All expressed concern about the Charter school “brand” because the new charter schools opening and the political nature of the discussion around charters. The Board directed Shannon to write a letter on behalf of the school to the State School Board expressing the concern that a similarly named school (“Lake Norman Preparatory Academy”) would cause confusion.
- vi. Lastly, a shout out to a young student who took the proposal that he created in class at the middle school about posing a solution to a problem to a company, and the company is looking at his proposal as solution to the problem. And, another lady from the middle school went to East Carolina medical school to study cells.

## **V. Finance Update**

- A. Harrella: Bill and Scott are doing an amazing job – stayed within 2.7% of original cost with the project, if not for rain garden we would be under budget, change orders with rain garden, \$500,000 from school for the project, balance today is \$1 million
- B. Audit Committee meeting next Tuesday
- C. Next month 2013 budget numbers
- D. Media- State budget has created 3 areas of concern: not giving raises, not paying for advanced degrees, and reduce State budget 1.6%. We built in 2% reduction (\$150,000). Shannon and Harrella talking about raises for the staff, reduce the budget to be responsive about the budget really looks like, raises have always been contingent but will work hard to budget it, Mike wants to make sure we make this known to our teachers so they are aware, Bill said we have to find a way to do this in our budget and challenge is to find a way to do this
- E. Saving Money-Terri and Michelle saved over \$40,000 in replacing teachers this year
- F. Retirement-built in to a budget 10% increase in the retirement rate, actual rate came back lower
- G. ADM-1594-reduction caused a decrease in the budget by about \$20,000, ask Board vote on the reduction to get the budget into DPI with 1594, average the last two years since we have not grown, student number based on 20th day, Bill said how many students sit on a seat on an average in those two days

***Motion to approve a \$28,000 reduction in budget due to reduction in ADM motion by Manahan and seconded by Fabian, motioned passed***

**VI. Old Business**

- A. Construction: on schedule
- B. Strategic Planning Committees
  - i. Cross Cultural – none
  - ii. Partnership – Tim-goals for next year: Internship and community programs, Tim & Norris working closely
  - iii. Communications –none
  - iv. College Counseling – implementing a new model, now a new director of college counseling (Mike Eastwood), transition counselor (McFadden) will work with middle school-work with Michelle and Heather Crane to introduce college and careers, work with 7th grade team about ways to help kids thinking about college and helping with parent questions, 8th grade have more impact-goal to integrate college counseling like leadership, orientation at beginning of the year, meeting of students and teachers, and by the time students go into 9th grade they will be little more serious, 9th grade-one on one meeting, talking about school, communicate with parents regularly, the other counselors will work with 10th -12th and get in there more often and earlier, 10th grade-parents are now in with the student in a meeting, Naviance program will be used for the kids -resume, personality testing something to talk to counselor about, stressing the PSAT, \$13.00/ test, pushing 9th graders to take it, a lot more interaction with counselors and integration, not sure if they have time to do all of this, but this is what we hope they can do, Shannon-see more parent involvement, and identify the top schools our students apply to and get to know the admission counselors
  - v. Technology- Scott-I-Pad class went well, learned a lot, biggest thing they learned is to not always rely on Apple- it crashed but they dealt with it, August 28th is another deployment between 3 and 6, about 95% deployed, Jim-great group effort, dates on future reference and big piece of assessment program, thrilled that Putman will help with the assessment of the program

**VII. New Business**

- A. Amended January meeting notes to reflect that the Board did go into open session for vote
- B. Search & Seizure- tie in with discipline policy -best practice and pull to make it fit with LNC.

***Motion to approve search and seizure policies by Manahan seconded by Cuttino, motion passed unanimously.***

***Motion to enter closed session Pursuant to N.C. Gen. Stat. § 143-318.11(a)(1) and pursuant to the Family Educational Rights and Privacy Act and pursuant to N.C. Gen. Stat. § 115C-***

*402 to hear a student appeal by Manahan and second by Fabian. Motioned carried and meeting entered Closed Session at 8:10 pm.*

*Meeting returned to Open Session at 9:06 pm. Motion to adjourn by Manahan, seconded by Putnam.*

Minutes respectfully submitted by:  
Jim Cuttino (assisted by Danielle Derwich)