



Lake Norman Charter Board Meeting Minutes

**Open Meeting Minutes**

*June 1, 2017*

General Meeting

Attending: Kevin Lambert, Steve Jones, Sherry Latten, Anna Blackwelder, Ricky Jones, Thomas McElroy, Cynthia Bush, Kyle Burkey, Rick Buckler, Shannon Stein - Superintendent

Meeting called to order at 7:02 PM by Kevin Lambert

**Approval of March and May Minutes**

***Motion to approve the May minutes by Thom, Steve seconds, motion carries***

**I. Support Organization**

- A. PTO:
  - i. Allotted \$75 in the spring for the staff.
  - ii. Annual end-of-the-year staff luncheon is Monday at 11am.
  - iii. The parent ambassador meet and greet is June 14<sup>th</sup>.
  - iv. On the 23<sup>rd</sup> of June the PTO will be organizing an event for new PTO members and new and current parents who may want to volunteer on the PTO.
- B. Athletic Boosters: Both middle and high school had a great spring season with many of the sports going to the final rounds. Some teams like the soccer and golf went undefeated. This year, two teams made it to the State Championships and we are believed to be another winner of the Wells Fargo Cup.

**II. Superintendent's Report**

- A. Recognition for Kevin Lambert (serving 4 years on the board) and Cynthia Bush (serving 7 years on the board).
- B. Testing has finished at both schools; it went smoothly.
- C. Eighth grade promotion ceremony is in the gym tomorrow night,
- D. Saturday at 9am is the 7<sup>th</sup> graduating class ceremony.

**III. Finance Update**

- A. Budget Amendment from last year's budget
  - i. Increase to the revenue
  - ii. Capital purchases and administrative services
  - iii. Net positive for the 2017 year
  - iv. Most expenses come from the salary and benefits

***Cynthia motions to approve the budget amendment to the 2016-2017 schoolyear; Kyle seconds; motion carries***

- A. FY18 Budget
  - i. Net surplus over 300,000
  - ii. The elementary school will run at a deficient.

- iii. The Knights Fund is not included in the annual budget but rather in the sub funding.
- iv. Allocate the costs between the schools.
- v. Salary expense is the same percentage as last year's followed by rent and debt services.
- vi. Conservative budget - 1.65
- vii. Looking at 300 elementary students with a total of 17 EC students and the afterschool program which will allocate more income. Looking at \$150,000 in revenue from the afterschool program.
- viii. There will be a 2% raise for the staff.
- ix. Net change is from the elementary school.
- x. Debt Services increased due to elementary school and school resource officer.
- xi. Facilities & Transportation – elementary school and shuttle service
- xii. Non-Capital Expenditures – elementary school, books and expansion of Schoology
- xiii. Capital Expenditures – approval needed

***Ricky Jones motions to approve the FY18 Budget; Sherry Latten seconds; motion carries***

**IV. Old Business**

A. Strategic Planning Committees

- i. Knight's Fund – \$36,000 mark for scholarships with add-on sponsors, hoping to see an increase next year, and we received \$35,000 at the Soiree.
- ii. Technology – The order of the Dells (the remaining 600) will arrive by June 15<sup>th</sup>. They are preparing to stage them and get them ready for students. The e-rate is being processed and now under review. The new phones have been ordered, and the infrastructure for the elementary school is being prepared.
- iii. College Counseling – The final newsletter was sent out. This year's graduating class surpassed the 8 million dollar mark in scholarships (8 million 66 thousand dollars). The last few years, the school has tried to build relationships with historically black colleges, and this year we have students attending Hampton, Howard, and UNC-Greensboro.
- iv. Global Diversity & Inclusion – We had two seniors leaving the committee and a new student will be joining the team. They asked the students to take a look at technology and how we can use that to communicate. The high school is looking to implement the DET (Drop Everything and Talk) program. The launch planning meeting is Monday for the new module that was piloted in April.
- v. Campus Master Plan/Elementary School Construction – The playground was delivered but it cannot be installed due to the rain. By August 1<sup>st</sup> fields will be playable. The town finally approved the lighting plan. Energy United will be out next week to get this ready. The sewer lines are good and passed inspection. The sidewalks will be completed shortly and the site landscape will start next week. The expansion of Hambright Road will begin on Monday. The challenges we currently face and the things that still need to be completed are the rain (21 inches of water recorded since April 1<sup>st</sup>), the passing of the water pressure, the stabilization of the site, the ramps to modular building, finishing the admin trailer, and installing the alarms and power to the buildings. They are currently reaching out to seven different architects and will choose four to interview.
- vi. Elementary Planning Update – NONE

**V. New Business**

A. Board Member Renewal

- i. Steve Jones, Ricky Jones and Anna Blackwelder

***Kyle Burkey motions to approve extending Steve Jones', Ricky Jones', and Anna Blackwelder's term on***

***the board; Thom McElroy seconds; motion carries.***

- B. Officer Recommendations
  - i. Steve Jones – Chair
  - ii. Ricky Jones – Vice Chair
  - iii. Kyle Burkey – Secretary
  - iv. Rick Buckler – Treasurer

***Thom McElroy motions to approve the officer recommendations; Anna Blackwelder seconds; motion carries.***

- C. New Board Member Recommendations
  - i. Jennifer Johnson – first outside nominee, works at Queens University as the VP of Admissions and Marketing
  - ii. Stephanie Painter – LNC parent and a Wells Fargo employee

***Cynthia Bush motions to approve the new board members; Sherry Latten seconds, motion carries***

- D. Leadership Program Proposal
  - i. Anna Blackwelder, Joanna Shook, Jesse Locke and Travis DeZordo
  - ii. Purpose: trying to give students skills they will need and can use when they leave the walls of LNC.  
Goals: define leadership, assess parent and student awareness of leadership, evaluate successful leadership, recognize it inside and outside of the classroom, make it reasonable, help each student learn and develop these skills, find their inner leader and make sure it is flexible
  - iii. **Elementary School Program:** Leader in Me – 7 Habits of Happy Kids
    - a) Be Proactive
    - b) Begin with the End in Mind
    - c) Put First Things First
    - d) Think Win-Win
    - e) Seek First to Understand
    - f) Synergies
    - g) Sharpen the Saw
    - h) Staff will do a book study, use guided lessons, have assemblies and continue the Knights of Honor recognition
  - iv. **Middle School:** Bridge with the elementary leadership program and help students move to understanding it themselves. Each grade will break it down and work on addressing problem solving and critical thinking. They will write reflection papers to show what they learned and it will be evaluated by the teacher. All reflections will be submitted on Schoology as an electronic portfolio.
    - a) 5<sup>th</sup> Grade – Communication & Elaboration (complete in homeroom)
    - b) 6<sup>th</sup> Grade – Integrity & Accountability (each quarter in a different content area)
    - c) 7<sup>th</sup> Grade – Adaptability & Creativity (complete in Social Studies)
    - d) 8<sup>th</sup> Grade – Empathy, Humility & Compassion/Confidence (complete in Language Arts)
  - v. High School: Write seven individual reflections on the seven skills by the time they leave high school. They will explain how they mastered, met or reached out in a leadership skill and provide evidence to showcase this mastery. They will meet four times a year using a pep rally schedule or a mid-day schedule. A rubric has been created to use to assess the reflections. A group of three will review the reflection and determine mastery

or not. This will be a requirement to walk at graduation.

- a) 9<sup>th</sup> Grade – 2 Skills
- b) 10<sup>th</sup> Grade – 3 Skills
- c) 11<sup>th</sup> Grade – 2 Skills
- d) 12<sup>th</sup> Grade – Remediation & Catch-Up

***Ricky Jones motions to approve the Leadership Program Proposal; Thom McElroy seconds, motion carries***

***Motion to adjourn by Ricky Jones to enter closed session pursuant to Pursuant to North Carolina General Statutes § 143-318.11(a)(6), seconded by Sherry Latten, motion carried at 8:04.***

***Ricky Jones motions to adjourn close session at 10:42PM; Kyle Burkey seconds; motion carries.***

***Cynthia Bush motions to open session at 10:42 PM; Thomas McElroy seconds; motion carries.***

***Cynthia Bush motions to adjourn at 10:43 PM; Kyle Burkey seconds; motion carries.***