



Lake Norman Charter Board Meeting Minutes

Open Meeting Minutes

September 5, 2013

General Meeting

Attending: Bill Farber – Board Chair, James Cuttino – Secretary, Eddie Bethea, Kevin Lambert, Michael Putnam, Kyle Burkey, Laurie Fabian, Cynthia Bush (phone), Shannon Stein - Managing Director

I. Approval of Minutes

- A. No one has seen the minutes so voting will take place next month

II. Support Organization Update

A. PTO:

- i. Lunch opened and is currently running
- ii. Family Social on Monday night in the middle school parking area, Mama's Pizza will be providing food for the families
- iii. At the PTO meeting \$15,000 approved for staff requests

B. Athletic Boosters:

- i. Moms 101 was successful for football, and it has extended to the middle school football team
- ii. The Back to School Kickoff was successful; 200 people participated
- iii. The first home game was successful
- iv. This week's game is an endowment game (Booster passes not accepted – pay only)
- v. 15 members short of their proposal for the whole year
- vi. Matt S.-everything is up and running

III. Public Comments – no public comments

IV. Managing Director's Report

- A. Shannon received a letter from LFI about the request to change the name for the upcoming charter school LNC Preparatory. She received a positive response in support of the name change, but nothing official to say they have acted on it.
- B. Shannon recognized the high school student council members for attending the meeting.

- C. Shannon- Open House was a success, it has been a great start to the year, commended admin at both buildings for balancing a lot of things, our numbers look good, big undertaking with building and scheduling program
- D. Shannon- The website has been addressed to all parents, all of the parent log-ins have been handed out, student log-ins will be handed out in the next week or two. Response to website has been positive. Parent Source target date Oct. 1; Shannon really wants it to be mid-September, but had some issues with the program, it has worked then stopped working, now relying on the State We get different support than CMS, do not want to release the information unless it works well
- E. Shannon – Dr. Joe Medley and Thomas Miller for the Charters School at DPI visited the school. They both had great things to say about the school’s performance, strategic plan, Board governance, portrait of a graduate. Mr. Miller reached out to last year’s TOY, Danielle Derwich to compose a Best Practice paper on our school’s strategic plan which will be submitted to the Board of Education.
- F. Mike M. drew attention to the written report information about the Key Club. Shannon- The Key Club is the third largest Key Club in NC, 266 students from last year, and the 44th largest in the nation out of 5,207 clubs. Key Club sparked interest at the middle school and it started the Builder’s Club-about 50 kids

V. Finance Update

- A. Budget: Quick review how the budget flows throughout the year. In the Spring DPI sends an operational budget, cannot be negative. We are financially sound, one way it is different than other businesses is that it is fluid, we can make adjustments, modified cash basis-post things on short term (12 months or less) modified cash basis is within 30 days. Construction build for June did not pay until July, at end of year they will get GAP statements and those statements will right all the accounting wrongs, those are sent to DPI as well, we have a significant amount of cash that we decided to use to pay off a loan for the building, but if you spend more than you make you have an ugly number all year long, you have a place holder -look at budget comparison that is vertical not horizontal -place holders are in there so we are not looking at ugly number, but at end of year remove place holders and look at the real numbers, look at the snap shot -current budget shows \$580,000 and after removing the place holders we a show a loss of \$1.3 million, our profit was close, managed our numbers well this year-whole team, within \$35,000, 0.2%, made \$930,000, spent \$2.2 million dollars, Cynthia and Harrella have 3 large projects: 5 year plan, investment policy-board views the data, Kevin-operating cost in line, capital cost not moving funds over yet, which makes it look like a major deficient.

Mike motioned to approve budget, seconded by Kevin, motion passed unanimously.

- B. Cash balance \$6.4 Million, started with \$7.7 Million last year
- C. 2013-2014: Two ADM (average daily management) sheets, on bottom shows the dates, first one came in March - we were pleased, thought we would have an increase from last year, we kept our numbers from what they were last year, when the State started cutting their 1.6%, we ended up \$21,000, increased the number of EC students, and reduced our funding for Virtual Public School, we will not see a reduction
- D. Drug and alcohol testing for bus drivers-got an email from DPI-if running buses you must have random testing during the year
- E. Launch went well for the I-pads, collected all the money except for 3, we have \$40,000 plus in the bank, did not have a huge number of parents filing for financial aid

VI. Old Business

- A. Construction: Scott- We are in, submitted the new master plan for the revision of the rain garden to be a sand garden, we will have a parking lot for 41 more spaces, town of Huntersville worked closely with the architect to make sure it will all work, budget estimate - ~\$1200 per space, have to have it done by Dec. 31st, Shannon-by next Board meeting come with request for funding, Dan should have pricing by next Wednesday - Harrella – currently have \$250,000 in budget out of fund balance-Bill-need to give 24 hours notice to have a special meeting, can have a quick vote on that before October, Scott-requested to see 3 bids, will wait to vote until they get the bids.
- B. Strategic Planning Committees
 - i. Cross cultural – None
 - ii. Partnership – Tim-we are meeting every other week, reached out to staff and put together a list with whom they have had relationships in the past, write the companies a letter to see how we can both work together
 - iii. Communications – None
 - iv. College Counseling – Laurie-looked at the goals for this year, how to tweak the new model, potentially to meet in the next two weeks to see what needs to be tweaked, Shannon is sending out to information to the school community about the new model
 - v. Technology- Cuttino-Launch of I-Pad went well, Harrella typed up the report that will be discussed at the their next meeting, starting to check off the laundry list of some issues, minor issues, so far going well, commended our staff for doing a great job and working hard to get it done

VII. New Business

A. State Budget: Shannon- State locked down raises, Harrella has stated we planned very conservatively and we planned on a raise this year, Bill-saw the governor trying to get the masters thing reversed, last year LNC set a policy if you achieved your masters you will get a 12% raise and your National Boards would be an 8% raise. We will have future discussions on the impact the state's policies have on LNC.

B. Mars Hill Choral Field Trip: overnight field trip

Motion to approve Mars Hill field trip by Mike, seconded by Laurie, motion passed unanimously.

C. Mike asked Shannon where it says in their by-laws they have to approve field trips when the admin and teachers have already approved them. They agreed that the Board should consider whether it is necessary for the Board to approve this or if we should change the policy such that the admin and teachers can do this without Board approval.

D. Bill-There will be discussion this evening in closed session to go over CHS land purchase of 2 and half acres to expand parking, and further discussion in executive session to discuss the Managing Director's evaluation process.

Motion to move into Closed Session by Mike Manahan, seconded by Kevin Lambert, motion carried and meeting moved into Closed Session at 7:47 pm.

Meeting returned to Open Session at 8:39 pm.

Motion made by Mike Manahan to allow Kevin Lambert and Shannon Stein to negotiate the purchase of the CHS land on behalf of LNC, seconded by Eddie Bethea. Motion passes.

Motion to Adjourn by Mike Manahan, seconded by Kevin Lambert. Meeting adjourned at 8:39pm.

Minutes respectfully submitted by Danielle Derwich, approved by Jim Cuttino