

Southeastern Academy Charter School

Minutes

Board of Directors Meeting

DATE: Tuesday, August 19, 2014

LOCATION: Southeastern Academy Charter School Gymnasium

Board Members Present: Eddie Musselwhite, Chairman
Alvin Ivey, Treasurer
Brooks Oliver
Gail McLean
Sara Benson
David Allen
John Taylor
Elliott Williamson
Rhonda Locklear

Board Members Absent: Brian English
Tiffany Powers

Also Present: Kristen Stone, Head of School
Lisa Ard, Secretary
Chris Zeigler, Finance

****CLOSED SESSION-6-6:30 pm**

- I. **Call to order:** 6:30 p.m. by Chairman Eddie Musselwhite
- II. **Roll Call:** Made by Eddie Musselwhite, recorded by Lisa Ard. Those present represent a quorum of the board. Minutes from July 15, 2014 was presented and approved; Dave Allen made the motion and Gail McLean seconded.
- III. **Agenda:** Reviewed and adopted for open session
- IV. **Old Business:**
Chris Zeigler-Kindergarten & EC classroom has been renovated. Gutters will be installed tomorrow. Computer Lab wall has been repaired. Shingles repaired at Kindergarten & PE room. New A/C for 1st, 2nd, 3rd,

4th & Café is just about complete along with new duct work. Received quote for deck/replace \$5,000.00/repair\$2,750.00. Board would like to see a quote for replacing with concrete. Chris will have by next board meeting. Will readdress at next board meeting.

Alvin-Bus update. Found a bus near TN and also in Mecklenburg County. Bus in Mecklenburg seems to fit what we are looking for. Will hold 66 students, 1999 model, 235K miles, \$5,200.00. Sending a mechanic to check it out, hopefully will be bringing it back with them next week.

Sara-Discussed bus policy in detail (see attached). Too many drop off locations in the afternoon, can not stop at individual houses, must stick to drop off locations only. Important to go over policy & procedures with bus drivers. Make sure students understand what is expected of them while riding on the bus. Safety while riding on the bus is number 1 priority. Eddie reinforced that everyone should understand what is expected; no miscommunication between students/school/parents. Brooks made a motion to approve Bus Policy, Dave seconded; all in favor.

V. Financial Report: Alvin Ivey

Preliminary budget was approved in July. A few changes had to be made. Custodian/Maintenance/2nd Bus Driver additional expense of \$8,100.00 also \$6,700.00 for new bus. Changes have been added to original budget.

Eddie discussed Mr. Long being hired as a consultant to assist Ms. Stone when needed; pay of \$500.00 per month/\$5,000.00 per year. Brooks & Dave discussed placing the \$5,000 in a fund for consultant-further discussion whether to use Mr. Long each month or just on a needed basis? Or possibly using the funds for someone else. Sara made a comment that several consultants through the office of charter schools available; possibly no fee. Eddie made a motion to make available \$1,000.00 for discretionary funds for the principal to use for consultation use; then have the remainder in a fund to use if necessary for future. John made a motion to approve, Alvin seconded; all in favor.

VI. Information Items: Kristen Stone

Training for School Net today for 4 hours. School Net will be used by the teachers for lesson plans & resources. Other training over the last 5 days, K-1st grade literacy training. Also attended Charter School Conference in Wilmington. Some teachers signed up for writing & literacy training.

Items purchased for classrooms: Doc cams/Lap tops/more desks & chairs/Several website literature/phonics for K & 1st grade/K-5 math program.

Chris-Jenn Whitley & Richard Barnes tagging all equipment with scan tags for inventory. Easy to track throughout the school. Also know where equipment is.

Kristen-Very excited about upcoming school year, great staff & parent support.

Lisa-31 students withdrew in the last 2 weeks, trying to keep spots filled. Some of reasons: free lunch PSRC/sibling still did not get in/friends at other school. Will open registration for grades that wait list is low.

SeA fall sports are in full swing. Soccer & volleyball have already started.

VII. Parent Concern: Eddie Musselwhite

Parent concerned about OPTS have not been established as of yet.

Kristen commented that policy was approved last board meeting, once school starts organization will be formed through parent involvement.

Parent concerned that students are leaving our school and what are the real reasons? Need to work on public relations more/publicity for the school. Board agrees that good PR for the school is important.

Parent asked about PSRC offering free lunches if that is something we can offer possibly with a grant?? Catering with Dowless will start the week of Sept. 8th, price increase to \$3.65.

Parent had a question about having someone experienced for grant writing. Jennifer Whitley is qualified to write grants when necessary.

VIII. New Business: Eddie Musselwhite

SeA will be replacing 4 board members. Discussion in closed session about the bylaws that a nominating committee will be appointed to elect new board members. Each board member will serve a 3 year term, 4 members will rotate off each year. The existing board consists of members from private school that stayed on through the process of becoming a charter school. Four board members will be replaced; Lisa Ard has already resigned since she is also a full time employee, Elliott Williamson, Rhonda Locklear & Eddie Musselwhite will also step down as board members. The nominating committee consists of Alvin Ivey, Sara Benson & Elliott Williamson. Eddie made a motion to elect a new Chairman & Treasurer. Committee agreed that Alvin Ivey will become the new Chairman and John Taylor will be the new Treasurer. Four new board members are Caroline Jolicoeur, Lori Blackley, Tim Locklear & Jay

Britt. Brooks made a motion to approve, Gail McLean seconded; all members in favor.

Closing remarks from Eddie-Eddie reminiscing through many years of involvement when SeA was a private school. Eddie has been a part of SeA since day one. His children graduated from the private school. Graduates from SeA has been bright stars through the years. Many parents have stepped up over the years to keep the doors open during economic times. School started in 1991 with only 50 students. Board has spent many hours improving the mission of the school. Lori Blackley, new board member, graduated SeA as a private school. All board members have had their own children graduate from the school and move on to great success. Will take time to get SeA Charter to where the school needs to be, looking forward to seeing great things. Jerry Long had acknowledged in the past "what a gem we have here". John Taylor thanked Eddie for all his sacrifices he has made over the years and for making SeA private a success. Alvin Ivey also thanked Eddie and appreciates everything he has done for the school. All board members showed their appreciation and gratitude to Eddie, he will truly be missed.

Adjournment: The next meeting of the Board of Directors of Southeastern Academy Charter School will be September 16, 2014 @ 6:30 p.m. at the school.