

MILLENNIUM CHARTER ACADEMY
BOARD OF DIRECTORS MEETING MINUTES
October 15, 2013

The Board of Directors for Millennium Charter Academy met in regular session on Tuesday, October 15, 2013 at 5:30 pm. Those Directors present included Philip Byers, Hugh Campbell, Marty Danley, Renee Francis, Ken Gwyn, David Hiatt, Greg Marshall, Erik Moledor, Cheryl Reinstadler, Susan Shipley, and Christopher Willingham. Also present were Kirby McCrary (Headmaster), Christie Marsh (Booster Club President), and Dawn Rook (Chair of MCA Campaign for Achievement).

Ken Gwyn called the meeting to order, Kirby McCrary led the Board in an Invocation, and Ken Gwyn led the Pledge of Allegiance.

Upon motion of Philip Byers, seconded by Christopher Willingham, the Board unanimously approved the proposed Agenda.

Upon motion of David Hiatt, seconded by Cheryl Reinstadler, the September 2013 Board Meeting Minutes were unanimously approved.

During Public Comments, Hugh Campbell congratulated MPACT on another successful year running the hot dog booth at the Autumn Leaves Festival, where MPACT not only sold a lot of hot dogs, but more importantly represented our school well.

Christie Marsh gave a report from the Booster Club.

- The Booster club currently has a fund balance of about \$8800.
- Ms. Marsh distributed a description of Booster Club financial protocols.
- Upcoming events and fundraisers were outlined.
- The Booster Club is pursuing more sponsorships and advertisements in the gymnasium and on the baseball field.

Kirby McCrary presented the Headmaster's Report, emphasizing the following items:

- Current enrollment is 531, 106% (531/488) of the Five Year Plan. We have 368 families.
- Mr. McCrary recommended the hire of Tammy Fitzpatrick as Exceptional Children Middle School teacher replacing Cassie Robacker. After some discussion, and upon motion of Greg Marshall, seconded by Chris Willingham, the Board unanimously approved the hire of Ms. Fitzpatrick.
- Mr. McCrary and Pam Braley have created a staff professional development map through 2020.
- Eighteen Middle School students are being trained as peer mediators to help their classmates solve minor problems through a structured mediation process.
- Mr. McCrary will submit the North Carolina Charter Schools Self-Study report for MCA's charter renewal this week.
- The High School Transition team had its first meeting on October 9.
- Mr. McCrary reported that grades 6-8 experienced serious technical difficulties during NWEA MAP testing.
 - NWEA has reimbursed MCA for the testing of the affected students.

- Cheryl Reinstadler recommended that we seriously consider retesting the affected students soon despite the problems, noting that comparison of MAP scores within the year is useful for student growth assessment and is a valuable diagnostic tool. She also noted that the TeamCFA Affiliate Agreement specifies that affiliates agree to perform two to three MAP testing sessions per year.
- Mr. McCrary distributed a collection of poems written by the staff during their professional development session.

Greg Marshall gave a combined Treasurer and Finance Committee Report noting the following:

- MCA has approximately \$300,000 cash in the bank.
- We still have received no funds from the LEAs, but Mr. Marshall expects that we should begin receiving these funds before the next Board meeting.
- Mr. Marshall presented a Budget Report and Budget Adjustment Report (Budget Adjustment Number 3) showing a projected fiscal year Budget surplus of \$87,750, reflecting a decrease from the previous month's report of approximately \$25,550, mostly due to some minor salary and benefits adjustments and the hire of two part-time bus monitors.

There was no report from the Board Development Committee.

Cheryl Reinstadler gave a TeamCFA Report. Among the topics were the following:

- The TeamCFA Monthly Update has been published. Mr. McCrary will distribute this to the Board.
- A dinner for the school boards of MCA, Piedmont Community Charter School, Aristotle Preparatory Academy, and Cornerstone Charter Academy has been scheduled for April 11, 2014 at the Country Club of Salisbury.
- Ms. Reinstadler and Mr. McCrary are coordinating a spring lunch meeting for MCA faculty, staff, and Board members.
- Ms. Reinstadler noted that the logo recognizing MCA as a Challenge Foundation Academy is not being consistently used.

Marty Danley gave a report from the High School Committee noting the activities of the High School Committee teams.

- Due to a change in her professional responsibilities, Melissa Coad has relinquished her position of chair of the Capital Committee. Dawn Rook has now assumed this role and gave the Board a report from the committee, which has been renamed the MCA Campaign for Achievement.
 - Ms. Rook distributed a list of 28 individuals and organizations to target for solicitation. Included with this list were proposed giving levels for rights to name elements of the new high school, from individual bricks to classrooms to the entire building.
 - The MCA Campaign for Achievement has planned marketing campaigns and school and community fundraising activities.
 - Ms. Rook requested that Board Members contact her with names of people that they would be willing to contact to ask for donations.
- After Mr. Danley announced that the Board would next discuss a potential expansion of the current facility, Greg Marshall and Ken Gwyn recused themselves from the facility discussion and any relevant Board votes and left the room.

- Chris Willingham presented an analysis of the bids for the potential addition that we received from three local contractors: Blue Ridge Enterprises, Coram Construction, and Omega Construction.
- There was lengthy detailed discussion surrounding these bids.
- David Hiatt made a motion, seconded by Philip Byers, that MCA enter into a letter of intent with Omega Construction for the expansion specified in their bid documents. Greg Marshall and Ken Gwyn abstained from voting on this motion, which was otherwise approved by unanimous vote. After this vote, Mr. Marshall and Mr. Gwyn were informed that the facility discussions had been completed, and they returned to the meeting room.
- There followed some discussion of options for financing the previously approved expansion. Chris Willingham made a motion, seconded by Renee Francis, that we submit a request to TeamCFA and CF Properties for a capital need for \$1,369,750 to fund the expansion for MCA's new high school. Cheryl Reinstadler and Philip Byers abstained from voting on this motion, which was otherwise approved by unanimous vote.

Renee Francis announced that the Faculty Christmas Party has been scheduled for December 9 and reminded all Board members to arrange to attend and bring a main course, dessert, and drink. Setup will begin at 9:30 am, and the event should be completely finished by 2:00 pm. Some setup will take place the prior night.

Renee Francis reminded the Board that on December 17 at 5:30 the Board will meet for a combined Christmas Dinner and Board Meeting at Trio Restaurant in downtown Mount Airy.

The Board unanimously approved a motion of Hugh Campbell, seconded by Chris Willingham, that the Board enter into closed session pursuant to G.S. 143-318.11(a)(6) to discuss personnel issues.

Following appropriate motion within Closed Session, the Board returned to Open Session. The Board took no action in the Closed Session.

The Board unanimously approved a motion of Hugh Campbell, seconded by Chris Willingham, to approve the Headmaster's personnel recommendations made in Closed Session.

Upon motion of Chris Willingham, seconded by Renee Francis, the Board unanimously approved Budget Adjustment Number 3 presented by Greg Marshall.

Upon motion of Renee Francis, seconded by Greg Marshall, the Board unanimously approved adjournment of the meeting.

Respectfully submitted
Erik S. Moledor

Attachments: Headmaster's Report