

**MILLENNIUM CHARTER ACADEMY**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**November 25, 2014 and December 16, 2014**

*November 25, 2014*

The Board of Directors for Millennium Charter Academy met in regular session on Tuesday, November 25, 2014 at 5:30 pm. All Directors were present: Hugh Campbell, Marty Danley, Renee Francis, Ken Gwyn, David Hiatt, Greg Marshall, Erik Moledor, Susan Shipley, and Christopher Willingham. Also present were Kirby McCrary (Headmaster) and Sandy Cave (MCA Teaching Assistant).

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 Marty Danley, seconded by Renee Francis, the Board unanimously approved the proposed Agenda.

Upon motion of Susan Shipley, seconded by Renee Francis, the October 2014 Board Meeting Minutes were unanimously approved. Upon motion of Renee Francis, seconded by Susan Shipley, the October 2014 Closed Session Board Meeting Minutes were unanimously approved.

During Public Comments Sandy Cave thanked the Board for the salary raises given to the teaching staff and presented a letter she had written to the Board. Ken Gwyn thanked Ms. Cave for her service.

There was no report from MPACT.

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

- Current enrollment is 618 students, which is 104% of the five-year plan. There are 71 students on the waiting list.
- Ricky Chandler, one of MCA's faithful housekeepers who began with the school in 2000, resigned due to health issues. The school threw a small surprise party for him.
- Mr. McCrary reported on a planned re-division of labor for the housekeeping staff, separating the tasks into four jobs, two full-time and two part-time. One full-time position is that of Mrs. Marcie Gwyn, the current Director of Housekeeping. Mr. McCrary has interviewed a potential new hire for the other full time position but has not offered the job.
- Mr. McCrary recommended the hire of Mike Chandler to serve as part-time custodian/housekeeper. After some discussion and upon the motion of Greg Marshall, seconded by Chris Willingham, the Board unanimously approved the Headmaster's hiring recommendation.
- Mr. McCrary is continuing the search for an Exceptional Children coordinator, a position being vacated by Jane Hazelman on January 1.
- Mr. McCrary is exploring the possibility of changing from the state healthcare plan to a more economical option. In the past we have been told that we could not do this without losing our retirement plan.
- Pam Braley, Upper School Director, and Mr. McCrary are working with NWEA to better understand our MAP (Measures of Academic Progress) scores.

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- Mr. McCrary is continuing to look for ways to reinstate the bus monitors within the current budget. Two parents of MCA students, Mrs. Emily Snow and Mrs. Lewana Bell, have volunteered to help raise awareness and funds. They have requested that donations be given by December 10.
- Bus monitors and other monitoring options, including student bus safety patrols and installation of video cameras, were discussed.

Greg Marshall gave a combined Treasurer and Finance Committee report during which he presented the Budget Report and the 2013-2014 fiscal year audit report from Thomas, Judy & Tucker, P.A.

- For the 2013-2014 fiscal year, we increased bottom-line fund position by approximately \$75,000.
- After some discussion, the Board unanimously approved the motion of Susan Shipley, seconded by Chris Willingham, to accept the aforementioned audit report.
- For this fiscal year, we currently have a budget surplus of approximately \$47,000.
- The state and LEAs are behind schedule on payments to us.

There was no report from the Board Development Committee.

Marty Danley gave a report from the High School Development Committee during which he presented an option for locating a future high school on the current property.

Renee Francis reminded the Board of the MCA staff luncheon starting at 10:45 AM on December 15. The Board will provide food, dessert, and drinks.

The Board unanimously approved a motion of Hugh Campbell, seconded by Chris Willingham, that the Board enter into Closed Session pursuant to N.C.G.S. 143-318.11(a)(1) and 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 the motion of Chris Willingham, seconded by Renee Francis, to have the Board's regular meetings at 5:30PM on the last Tuesday of each month for remainder of fiscal year.

The Board unanimously approved the motion of Chris Willingham, seconded by Renee Francis, to recess the Board Meeting until 5:30PM on December 16 at a location to be determined.

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*December 16, 2014*

On Tuesday, December 16, 2014, at Trio Restaurant in downtown Mount Airy, the Board of Directors for Millennium Charter Academy reconvened the Board Meeting recessed on November 25, 2014. Those Directors present included: Marty Danley, Renee Francis, Ken Gwyn, David Hiatt, Erik Moledor, and Christopher Willingham. Also present were Kirby McCrary (Headmaster), Mike Francis, Maria Hiatt, and Robyn Hakanson.

Hugh Campbell, Greg Marshall, and Susan Shipley were not present at the meeting.

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

There being no objections offered, the Meeting Agenda was approved.

Upon motion of Christopher Willingham, seconded by Renee Francis, the September 2014 Open Session Board Meeting Minutes were unanimously approved. Upon motion of Renee Francis, seconded by Christopher Willingham, the September 2014 Closed Session Board Meeting Minutes were unanimously approved. Upon motion of Christopher Willingham, seconded by David Hiatt, the December 2014 Closed Session Board Meeting Minutes were unanimously approved.

There were no Public Comments.

There was no report from the Booster Club.

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

- Current enrollment is 615 students, which is 103% of the five-year plan. There are 70 students on the waiting list.
- Mr. McCrary recommended the hire of Carolyn Jones and Charles Guy to fill open housekeeping positions. After some discussion, the Board unanimously approved the motion of Renee Francis, seconded by Christopher Willingham, to hire Ms. Jones and Mr. Guy contingent upon their acceptance of terms presented to them by the Headmaster.
- We continue to search for a new Exceptional Children coordinator, the position to be vacated by Jane Hazelman on January 1, 2015.
- We are now searching for a College Counselor as Joanna Refvem has resigned from the position for family reasons. Ms. Refvem is working with Ms. Braley and Mr. McCrary on the transition.
- The efforts to raise funds for bus monitors was unsuccessful. Mr. McCrary is working with bus drivers Randy Williamson and Doug Shepherd to appoint, train, and authorize student bus monitors, one male and one female per bus, each with backups. Mr. Shepherd is researching bus surveillance cameras.
- Mr. McCrary offered a special thanks to the Mount Airy Police Department, which had a visible presence in our school every day during the first week of December in the wake of the

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anonymous threat we received on November 25, 2014 against our school and students. Mr. McCrary will provide an update on the situation to the MCA community.

- Mr. McCrary reported that Brent Ferry, our newly hired philosophy teacher, is handling the class and subject matter well.

There were no reports from the Treasurer, the Finance Committee, or the Board Development Committee.

Marty Danley gave a report from the High School Development Committee.

- The Finance committee met with Ziegler yesterday and will meet with Baird regarding financing the high school, including potential refinancing of the current facility. Ziegler has been evaluating MCA's financial situation. Mr. Danley presented the Board with copies of the document "Introduction to Ziegler Investment Banking" prepared by Ziegler for the meeting yesterday.
- A revised high school site plan is available which Mr. Danley will distribute to the Board via email.
- The committee is investigating the potential costs and benefits of production of a report documenting the economic impact MCA has had on the local community.

The Board unanimously approved the motion of Renee Francis, seconded by Christopher Willingham, to cancel the regular Board Meeting scheduled for December 30, 2014.

Upon motion of Christopher Willingham, seconded by David Hiatt, the Board unanimously approved adjournment of the meeting.

Respectfully submitted  
Erik S. Moledor

Attachments: Headmaster's Report