

**MILLENNIUM CHARTER ACADEMY
BOARD OF DIRECTORS MEETING MINUTES
May 21, 2013**

The Board of Directors for Millennium Charter Academy met in regular session on Tuesday, May 21, 2013 at 5:30 pm. Those Directors present included Marty Danley, Renee Francis, Ken Gwyn, Greg Marshall, Erik Moledor, Susan Shipley, and Christopher Willingham. Also present were Kirby McCrary (Headmaster) and Joan Lange (Challenge Foundation National Schools Director).

Hugh Campbell and David Hiatt were not present at the meeting.

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 Chris Willingham, seconded by Greg Marshall, the Board unanimously approved the proposed Agenda.

Upon motion of Chris Willingham, seconded by Renee Francis, the April 2013 Open and Closed Session Board Meeting Minutes were unanimously approved.

During Public Comments, Kirby McCrary read an anonymous letter from an MCA parent who transferred his child to MCA from another school system. The parent expressed deep gratitude to MCA for the positive impact MCA has had upon his child.

There was no MPACT report.

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

- Current enrollment is 490, 100% (490/488) of the Five Year Plan. We have 352 families.
- The projected enrollment for 2013-14 is 543. Based on previous years' projections, 517 (95.3% of 543) may be a more accurate estimate. Our enrollment is capped at 586 for the 2013-2014 school year.
- Mr. McCrary recommended the hire of Ms. Autumn Davidson as Middle School English teacher. This recommendation was discussed, and upon motion of Chris Willingham, seconded by Greg Marshall, the Board unanimously approved Mr. McCrary's recommendation to hire Ms. Davidson.
- Mr. McCrary recommended the purchase of a bus similar to our two 77-seat, rear pushers which would mainly serve as backup if one of these large buses is disabled. After some discussion, and upon motion of Renee Francis, seconded by Marty Danley, the Board unanimously approved Mr. McCrary's recommendation to purchase another bus.
- Mr. McCrary has received four applications for the position of Lower School Director, three from current MCA staff and one from an administrator in Virginia.
- Efforts are underway to fill Middle School faculty openings.
- Mr. McCrary presented a summary of the results of the Core Knowledge Foundation "School Follow-Up Visit: Diagnostic." MCA did well and plans are already in place to improve those areas identified as most in need of improvement.
- A newly-approved DPI funding request includes forty-two cents per gallon for charter schools running school buses.
- MCA will host its annual Commencement and Awards Ceremony on Thursday, May 23 at 6:00pm. Board member Christopher Willingham will give the welcome speech.

- Tours of prospective parents have increased approximately 50% over last year's numbers, and there are thirteen families touring this month.

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

- On May 22, 2013 we had approximately \$506,000 cash in the bank.
- Due to capital expenditures this fiscal year, we should expect a deficit in terms of a cash basis.
- Mr. Marshall is working on a Budget reconciliation report to present to the Board next meeting.
- There was discussion of the need to more closely monitor and reconcile the Budget on a monthly basis.
- Mr. Marshall is working with Acadia Northstar to improve the processes by which changes are made to the Budget.
- Mr. Marshall reported that Thomas, Judy & Tucker P.A. offered audit services next fiscal year at the same price we paid this year. There was some discussion of the possibility of using another firm for audit services, but there were no objections from the Board to the renewal of the Thomas, Judy & Tucker P.A. contract.

Erik Moledor gave a report from the Board Development Committee noting the following:

- The possibility of a Board Retreat on Classical Education was discussed. Mr. Moledor will email a request for possible retreat dates to the Board.

Marty Danley gave a report from the High School Feasibility Committee:

- Mr. Danley reported on the activities of the High School Committee teams
 - Academic Committee
 - Researching how to best serve Exceptional Children in an honors setting.
 - Ongoing discussions on how to balance instructional hours to meet the needs of non-core classes.
 - Athletics – Nothing new to report.
 - Marketing
 - Individualized letters will go out to each rising 8th grade MCA student asking them to attend the new MCA High. Each letter will focus on the particular skill set of the student and how they and the school can benefit from their enrollment.
 - Many members of the current MCA 8th grade class participated in sessions in which they could freely give their ideas about the new High School.
 - Technology – Continuing to update MCA High School blog.
 - Facility
 - Greg Marshall continued his work with Tony Chilton to assess the suitability of locating the High School on the current MCA property and neighboring properties. There are challenges to this, including potential flood zone and wet land restrictions, but it may be possible to overcome the challenges.
 - Andrew Gibbons has provided information to the committee on properties in MCA's LEA that would meet our current acreage needs.
 - Greg Marshall presented a very preliminary construction budget.
 - A Finance Committee has been established with Erik Moledor serving as the Chair. Other members of the Committee are Renee Francis and Lisa Collins (MCA Parent).

There was no report on MCA's downtown property.

The Board revisited the possibility of joining the Surry County Economic Development Partnership. Greg Marshall made the well-received recommendation that we join the partnership next academic year.

The Board had a conference call with Hugh Campbell to get his opinion on the TeamCFA Affiliate School Agreement. There was some discussion of the agreement among the Board Members and Joan Lange, Challenge Foundation National Schools Director. The Board unanimously approved a motion of Chris Willingham, seconded by Greg Marshall, to approve the TeamCFA Affiliate School Agreement. The Board unanimously approved a motion of Susan Shipley, seconded by Chris Willingham, to amend the MCA Bylaws to add two Board Members to be appointed by TeamCFA for the duration specified in the TeamCFA Affiliate School Agreement or any extensions thereof.

Ken Gwyn presented and summarized the State Board of Education rules for enrollment and lottery procedures.

The Board unanimously approved a motion of Erik Moledor, seconded by Greg Marshall, 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. No action was taken by the Board in the Closed Session.

The Board unanimously approved a motion of Greg Marshall, seconded by Chris Willingham, to approve the Headmaster's personnel recommendations made in closed session.

Greg Marshall discussed interior and exterior repair needs for the building and presented estimates for these repairs.

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