

MILLENNIUM CHARTER ACADEMY
BOARD OF DIRECTORS MEETING MINUTES
June 27th 2017

The Board of Directors for Millennium Charter Academy met in regular session on Tuesday June 27th 2017 at 5:30 pm. Those Directors present included David Hiatt, Mark Hampton, Greg Marshall, Susan Shipley, Christopher Willingham, and Marty Danley. Headmaster Kirby McCrary, Finance Officer Patty Bear, and Lee Rierson were also present for the meeting. David Hiatt called the meeting to order. Kirby McCrary led the Board in an Invocation and Pledge of Allegiance.

Ken Gwyn and Renee Francis were not present for the meeting.

Adoption of Proposed Agenda: Upon the motion of Christopher Willingham and seconded by Greg Marshall, the proposed agenda was unanimously approved.

Approval of Minutes: Upon motion of Christopher Willingham, seconded by Mark Hampton, the May 2017 Meeting Minutes were unanimously approved.

Public Comment: MCA parent, Zack Brintle, addressed the Board expressing interest in serving as an MCA director.

Report of Affiliated Organizations: MPACT and Boosters Report Attached

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

- Mr. McCrary recommends for hire Coral Norwood to serve as an upper school history teacher. She has been a teacher for twelve years, currently teaching at Lee University in the Department of History, Political Science, and Humanities, and she is homeschooling her teenage daughter. She has a Ph.D. from Indiana University of Pennsylvania in Literature and Criticism. One of her references said she excels in the classroom environment, "one of the best teachers he has ever known." He added that Dr. Norwood is a good strategizer, a good communicator, and a skilled writer, not to mention "radiant and engaging." The interview team of Pam Braley, Upper School Director, Rusty Roberson, U/S Dean of Students and history teacher, and Mr. McCrary recommends Dr. Norwood for hire.
- Mr. McCrary recommends for hire Bernard (BJ) Mauser to serve as an upper school history teacher. He is currently serving as principal and seventh – twelfth grade teacher of Westside Christian Academy in Ohio. He earned his Ph.D. from Marquette University in Philosophy. In his twelve years of teaching, Dr. Mauser has taught history, geography, psychology, literature, logic, Latin, government, and economics. His references were consistent: Dr. Mauser is academically sterling, concerned about students, personable, phenomenal communicator, able to make difficult subject matter accessible, and a good writer. The interview team of Pam Braley, Upper School Director, Rusty Roberson, U/S Dean of Students and history teacher, and Mr. McCrary recommend Dr. Mauser for hire.
- After the onsite visit on June 19 the preliminary report of Caroline Gilbert, auditor from Thomas, Judy, & Tucker's preliminary report had zero findings.
- Under the leadership of Michael Reeves, Lower School Director, the summer reading program started June 5 and will continue to June 30 for 3.5 hours a day. It is designed for struggling readers in first and second grades and for third grade students not demonstrating reading proficiency on the beginning-of-grade test, the end-of-grade test, the Read to Achieve test, or the local alternative assessment (in MCA's case, the Measures of Academic Progress assessment). Thirty-nine students are participating this summer with five teachers providing instruction. Instruction during the camp consists of a blend of small group instruction based on reading needs, independent reading, read aloud time, grade-level specific instruction, attention to summer reading requirements, and web-based, performance-based instruction. Students were assessed using the Fountas and Pinnel assessment kits, either at the end of the regular school year or on the initial day of the camp. Exit assessments will be used to examine the growth of each individual student during the camp. In addition, these assessments drive instruction during the camp so that students receive the particular reading interventions they need to develop their reading skills. The leveled instruction comes

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from the Leveled Learning Intervention curriculum from Fountas and Pinnel. Third grade students will have the opportunity to retake the Read to Achieve assessment the last week of the camp in order to demonstrate reading proficiency.

- Patty Bare, MCA's first financial manager, has jumped in with both feet, grasping quickly the particulars of MCA finances, helping establish the upcoming budget, and beginning to improve internal processes.
- The results of the annual family survey indicated that 91.3% of the respondents would recommend MCA to other families. All areas reported very positive scores. The Upper School "student life" question indicated reasonably good but not as strong scores. Pam Braley, Upper School Director, and Rusty Roberson, Dean of Students, and Mr. McCrary have already begun to address this issue.

After some discussion and upon the motion of Mark Hampton, seconded by Christopher Willingham, the Board unanimously approved the hiring of Coral Norwood and Bernard Mauser.

Report of Standing Committees:

Greg Marshall gave a combined Treasurer and Finance Committee report. Upon the motion of Greg Marshall, seconded by David Hiatt, the Board unanimously approved recommended current year budget adjustments.

Board Development: After some discussion and upon the motion of Susan Shipley, seconded by Mark Hampton, the Board unanimously approved Lee Rierson to serve as MCA Board of Director.

High School Development: Greg Marshall, Marty Danley and Christopher Willingham provided an updated status of Phase II construction. All permits have been issued for Phase II Commons. Soccer field drive is currently waiting DOT for final approval. Gym and Commons foundation work to begin within the next two weeks.

Unfinished Business: Christopher Willingham discussed having an outside agency perform an anonymous satisfaction survey on MCA staff, families and students. After some discussion and upon the motion of Christopher Willingham, seconded by Mark Hampton, the Board unanimously approved moving forward with a market research company to perform the survey and not to exceed \$10,000.

New Business:

Greg Marshall presented the 2017-2018 budget. After some discussion and upon the motion of Greg Marshall, seconded by Christopher Willingham, the Board unanimously approved the adoption of the 2017-2018 fiscal year budget.

Upon the motion of David Hiatt, seconded by Christopher Willingham, Susan Shipley will assume the role of Corporate Treasurer beginning July 11th 2017.

At 7:20pm the Board unanimously approved the motion of Susan Shipley, seconded by Greg Marshall, to adjourn the meeting.

Respectfully Submitted

Marty Danley

Attachments: Headmaster's Report, Agenda, Booster Report, MPACT Report

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**Headmaster's
Report 6-27-17.pdf**



Agenda 6-27-17.pdf



**Boosters Report,
6.27.17.doc**



**MPACT Report,
June 2017.docx**



**MPACT Budget,
June 2017.xlsx**