

Charter Day School



Charter Day School, Inc., Board of Trustees

Minutes of the Board Meeting

1:00 PM; Thursday, February 18, 2016, Charter Day School, Leland NC

Attendance	<p>Trustees:</p> <p>Bob Spencer Colleen Combs Suzanne West Ted Bodenschatz Chad Adams- phone Jeremy Dickinson- phone Melissa Gott- phone</p> <p>Others:</p> <p>Mark Dudeck, Treasurer, CDS, Inc. Baker Mitchell, President, RBA, Inc. Jesse Smith, Director of Quality Control, RBA, Inc. Sawyer Batten, Public Information Officer, RBA, Inc. Esther Goodson- CDS parent Melanie Sevier- CDS parent Brook Scacheri- CDS parent Terry Boldt – CDS parent Mary Dalton- CDS parent Mickie Lethgo- CDS parent Ruth Freeman- CDS grandparent</p>
Call to Order	Bob called the meeting to order at 1:06pm with a quorum of 7 Trustees present.
Agenda Modification	Melissa moved, with Ted's second, that the Closed Session be moved to the end of the meeting to better accommodate parent visitors present. The motion was unanimously approved.
Approval of Minutes	Melissa moved, with Jeremy's second, to approve the minutes of the January 21, 2016 and January 26, 2016 meetings. The motion was unanimously approved.
RBA Reports:	
Open Enrollment Status	Charter Day School- Baker reported that as of February 18, 2016, Charter Day School had received 200 applications for 87 availabilities across grades K-8, creating a wait list of approximately 113 students determined by an enrollment lottery held February 16, 2016.

	<p>Columbus Charter School- Baker reported that as of February 18, 2016, Columbus Charter School had received 93 applications for 110 availabilities across grades K-8. Applications for remaining available seats are accepted until the beginning of the 2016-2017 school year on a first-come, first-served basis.</p> <p>Douglass Academy- Baker reported that as of February 18, 2016, Douglass Academy had received 46 applications for 98 availabilities across grades K-4. Applications for remaining available seats are accepted until the beginning of the 2016-2017 school year on a first-come, first-served basis.</p> <p>South Brunswick Charter School- Baker reported that as of February 18, 2016, South Brunswick Charter School had received 76 applications for 107 availabilities across grades K-4. Applications for remaining available seats are accepted until the beginning of the 2016-2017 school year on a first-come, first-served basis.</p> <p>Lottery Recap Baker reported that on February 16, 2016, Charter Day School held an Enrollment Lottery, as is prescribed by statute when the number of applicants exceeds the number of available seats at a public charter school. Students to fill the available seats were selected by live, random selection for an audience of approximately 100 parents. Approximately 113 students were placed on the waitlist.</p> <p>Financial Updates Mark presented a “2016-2017 Budget Assumptions” handout that represented Revenue and Expense assumptions affecting all four schools. Revenue assumptions included increases in student per-pupil funding ranging from 2.5%, and 1.0% at the state and county levels, respectively, and a decrease in federal funding of 2.0%. These were offset by assumed expenses of a 2% pay increase for teaching and non-teaching staff, as well as an inflation rate of 2.5%.</p> <p>2016-2017 Initial Budget Discussions Mark reported that there were few material changes to proposed budgets that were presented at the November 19, 2015 meeting.</p>
<p>Old Business</p>	<p>Bob opened the floor for discussion and action on three grievances submitted by a CDS parent that were presented to the Board for consideration at the January 21, 2016 meeting. Grievances and resulting actions are listed below.</p> <p>Parking lot at CDS— Baker presented a traffic study conducted by RBA, Inc. since the last Board meeting on January 26, 2016. The study included data on the traffic pattern in place at the time of the grievance, as well as data from an experimental change in the traffic pattern implemented to exclude the lot entirely. The first few weeks of data indicated decreased waiting times with the new traffic pattern, which remains in place at present. Mark presented a verbal estimate provided by SeaBlue Development, an NC licensed contractor, on the cost of fixing the lot. The estimate to resolve all drainage issues and correctly reconfigure the lot was in excess of \$100,000. The Board discussed the options of closing the lot entirely as the result of the new traffic pattern as well as reconfiguring the lot. Ted moved, with Colleen’s second, to have RBA, Inc.</p>

	<p>continue its traffic study evaluating the new traffic pattern until the next Board meeting. The motion passed with five members in favor and two opposed.</p> <p>Drainage at CDS elementary campus— Mark reported that on February 8, 2016, a letter was sent to all CDS parents describing the recent clearing of drains at CDS elementary, as well as the addition of temporary pumps to more quickly clear water. Mark informed the Board that a new main pump with a much higher capacity was being installed within the week, and that over summer break, the entire underground drainage system would be redone with double the amount of drainage pipe, resolving the grievance.</p> <p>Installation of covered walkways at CDS— Mark presented an estimate of \$12-\$15 per square foot, gathered from recent construction projects at CCS and SBC. Mark explained no specific areas were identified in the grievance for the installation of walkways, thus the total cost could not be predicted without knowledge of the project’s scope. The Board discussed current measures for managing student traffic in adverse weather conditions, as well as their commitment to expending funds on projects that directly affect student’s quality of education. Ted moved, with Colleen’s second, to discuss the walkways again at the next Board meeting. The motion failed with two members in favor and five opposed. Bob moved, with Chad’s second, to deem the walkways a dead issue. The motion was approved unanimously.</p>
New Business	<p>Baker presented a comparison of CDS to all other public elementary and middle schools in Brunswick County for the most currently available year, 2014-2015, to demonstrate to new board members the method of determining CDS’ superlative as the highest-scoring school in Brunswick County. Baker explained that the same comparison for public elementary and middle schools in Columbus County reveal that CCS is also the highest scoring school in its county.</p>
Closed Session	<p>Melissa moved, with Ted’s second, to enter Closed Session at 2:50pm to discuss legal issues. The motion was approved unanimously.</p>
Return from Closed Session	<p>Ted moved, with Suzanne’s second, to return from Closed Session at 3:27pm.</p> <p>Melissa moved, with Ted’s second, to accept the Vinroot service proposal as presented, with the condition that it be returned to the Board for further consideration if service costs exceed \$60,000. The motion was approved unanimously.</p>
Ratification of Actions Taken	<p>Melissa moved, with Suzanne’s second, to ratify all actions taken since the last regular meeting. The motion was unanimously approved.</p>
Adjournment	<p>The meeting was adjourned at 3:28pm.</p>