



Charter Day School, Inc., Board of Trustees

Minutes of the Board Meeting

1:30 PM; Thursday, January 19, 2017, South Brunswick Charter School, Southport, NC

Attendance	<p>Trustees: Bob Spencer Chad Adams Ted Bodenschatz Suzanne West Melissa Gott - phone</p> <p>Others: Mark Dudeck, Treasurer, CDS, Inc. Baker Mitchell, President, RBA Michelle Mena, Headmaster, South Brunswick Charter School Barbra Jones, Headmaster, Douglass Academy Jesse Smith, Head of Quality Control, RBA Sawyer Batten, Public Information Officer, RBA Lindalyn Kakadelis, Consultant, NC Education Strategies Terry Boldt, parent</p>
Call to Order	Bob called the meeting to order at 1:48pm with a quorum of 5 Trustees present.
Agenda Modification	n/a
Approval of Minutes	Ted moved, with Chad's second, to approve the minutes of the November 10, 2016 meeting, with the addition of the phrase "all actions disclosed to the board" in the Ratification of Actions Taken section. The motion was unanimously approved.
RBA Reports	
Budget Updates for all schools	Mark presented the revised budgets for all of the schools for the fiscal year ending June 30, 2017. The projected surplus for CDS decreased to \$58.6k from the original June 2016 approved budget of \$66.0k (due to additional R&M expenses at the MS for paint and carpet). The projected surplus for CCS decreased to \$22.4k from the original June 2016 approved budget of \$75.1k (due to lower student count). The projected surplus for DAC increased to \$15.6k from the original June 2016 approved budget of \$9.1k (the increased student count allows us to pay back \$100.0k to CDS, Inc. opposed to borrowing an additional \$75.0k that was in the original budget). The projected surplus for SBC increased to \$66.7k from the original June 2016 approved budget of \$18.9k (due to the financing of Phase II).
SBC Phase II Update	Mark gave an update on the loan and construction of SBC Phase II. Phase II construction will be completed by June 30, 2017 with the SBC campus being completed before the start of the next school year.

<p>2017-2018 Enrollment Update</p> <p>2016-2017 Parent Surveys</p>	<p>Baker reported the to-date results of all schools’ Open Enrollment period, held January 1-31 annually. Cumulatively, network enrollment has increased by approximately 40 applications compared to last year. Baker attributed this, in part, to a successful Facebook advertising campaign on which he presented web traffic analytics. Lindalyn described her recruitment efforts at various parades and community events at which she and student volunteers distributed school flyers.</p> <p>Jesse presented results of all schools’ annual parent surveys. The surveys include 12 questions and comment sections about various components of the school’s physical, cultural, and academic environment. Overall, Charter Day School’s overall satisfaction rate is 92%; Columbus Charter School’s overall satisfaction rate is 96%; Douglass Academy’s overall satisfaction rate is 80%; South Brunswick Charter School’s overall satisfaction rate is 91%.</p>
<p>Board Actions</p> <p>Approve Handbook Update</p>	<p>Melissa moved, with Suzanne’s second, to approve an update to the Parent-Student Handbook reflecting recent legislative changes to allow enrollment priority to students from other charter schools whose current school does not offer their next grade level, as presented. The motion was unanimously approved.</p>
<p>Closed Session</p>	<p>n/a</p>
<p>Old Business</p>	<p>n/a</p>
<p>New Business</p>	<p>Baker gave a brief update on the ACLU lawsuit</p>
<p>Ratification of Actions Taken</p>	<p>Melissa moved, with Suzanne’s second, to ratify all actions taken and disclosed to the board since the last regular meeting. The motion was unanimously approved.</p>
<p>Adjournment</p>	<p>The meeting was adjourned at 3:47pm.</p>