

# Charter Day School



## Charter Day School, Inc., Board of Trustees

### Minutes of the Board Meeting

1:30 PM; Thursday, November 21, 2019, Columbus Charter School, Leland, NC

Attendance	Trustees: Bob Spencer, Chair Chad Adams (phone) Ted Bodenschatz (phone) Colleen Combs Melissa Gott (phone) Suzanne West (phone)  Others: Baker Mitchell, President, RBS Mark Dudeck, Treasurer, CDS Inc. Jesse Smith, Director of Quality Control, RBA Kelly Bowden, Office Manager, RBA Steve Smith, Headmaster, CCS
Call to Order	Bob called the meeting to order at 1:51 pm with a quorum of 6 Trustees present
Agenda Modification	Chad asked to add 2 items to New Business: Grants and CDS Inc. Board Vision
Approval of Minutes	Colleen moved, seconded by Suzanne, to approve the minutes of the October 23, 2019 meeting. The motion was approved unanimously.
RBA Report	
CDS 1 <sup>st</sup> Grade Building	Mark provided an update on the progress of the new first grade building on the Leland campus. Concrete for the foundation was poured this week.
NC Budget Status	Baker provided the Board with an update on the NC Budget status. A NC budget has not been passed at this time.
Update on Potential Sales of Merchandise Items	Mark provided an update on selling merchandise items. More information will be provided at the January 16, 2020 Board meeting.
School Law Enforcement Unit Records and Officials Memo	The establishment of a separate School Law Enforcement Unit Records Office was discussed. The Board is awaiting a sample policy from the attorney for action. A memo was distributed.
Complaint from the Freedom from Religion Foundation	Baker discussed a letter he received from the Freedom from Religion Foundation. A preliminary investigation was completed. RBA will be investigating the complaint further and will report back at the January 16, 2020 meeting. The letter was distributed.

<p>Board Actions</p> <p>Approval of 2020-2021 School Calendar</p> <p>Approval of Handbook Policy Change</p>	<p>Jesse presented the 2020-2021 School calendar identifying key changes and dates. Melissa moved, with Colleen’s second to approve the 2020-2021 School Calendar. The motion was unanimously approved.</p> <p>Jesse presented the handbook policy change regarding the “open enrollment” period for student applications. Melissa moved, with Ted’s second to approve the Handbook Policy with changed wording regarding student admission and leave procedures. The motion was unanimously approved.</p>
<p>Closed Session</p>	<p>N/A</p>
<p>Old Business</p> <p>Yellow Bus</p>	<p>Melissa requested an update on the purchase and delivery of the yellow bus. Mark gave an update on purchasing a yellow school bus. The bus will be delivered the 1<sup>st</sup> part of January 2020.</p>
<p>New Business</p> <p>Grants</p> <p>Vision</p>	<p>Chad asked about grant writing. Mark explained the process for grant writing procedures.</p> <p>Chad asked about the future vision of CDS Inc. Baker recommended scheduling a retreat for the CDS Inc. Board. A retreat will be scheduled for January 2020.</p>
<p>Ratification of Actions Taken</p>	<p>Ted moved with Colleen’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>Ted moved with Colleen’s second, to ratify all actions taken and disclosed to the Board since the last regular meeting. The motion was unanimously approved. The meeting was adjourned at 3:26pm.</p>