

Charter Day School



Charter Day School, Inc., Board of Trustees

Minutes of the Board Meeting

1:30 PM; Thursday, October 29, 2020, Charter Day School, Wilmington, NC

Attendance	<p>Trustees: Bob Spencer, Chair (Zoom) Colleen Combs (Zoom) Melissa Gott (phone) Chad Adams (Zoom) Suzanne West (Zoom)</p> <p>Others: Mark Dudeck, Treasurer, CDS, Inc. (Zoom) Baker Mitchell, President, RBA (Zoom) Jesse Smith, Director of Quality Control, RBA (Zoom) Kelly Darazsdi, Office Manager, RBA (Zoom)</p>
Call to Order	<p>A 30-minute presentation on the Latin program preceded the regularly scheduled Board meeting. Dean Jessica Lopez presented a 30-minute overview of the Latin curriculum-why, how, when, what - followed by a question and answer session.</p> <p>Bob called the meeting to order at 1:45pm with a quorum of 5 Trustees present.</p>
Agenda Modification	N/A
Approval of Minutes	
September 24, 2020 meeting	Chad moved, seconded by Colleen, to approve the minutes of the September 24, 2020 meeting. The motion was unanimously approved.
RBA Report	
School Update A. SAT10	Baker presented the SAT10 results and comparisons. There were no EOG's for 2019 – 2020 due to Covid-19. There are few areas that management needs to look at, but overall, the students are doing well.
B. Attendance	Baker reported that student attendance is at 90% for online and on campus.
Audit Report Update	The requirements to have audit reports finished has been postponed to January 31, 2021. The CDS, Inc. report has been postponed one month. The audit report will be presented at the November 19, 2020 Board meeting.

<p>Audit brief for 401K Plan for FYE 12/31/2020</p>	<p>Mark discussed the Audit for the 401K plan for FYE 12/31/2020. He stated it is a limited report. The auditors encountered no difficulties and that it presented fairly according to GAP. He stated BB&T has sold their 401K business to Ascensus.</p>
<p>Update on Bond Issue</p>	<p>Mark gave an update on the Bond Issue. All due diligence documents have been submitted to the attorneys. The Offering Memorandum will take place in mid-November. The Bond is set to close on December 9, 2020.</p> <p>Chad asked for an update on the public hearings for the Bond. Baker stated that no one from the public attended the meetings.</p>
<p>Board Actions</p>	<p>N/A</p>
<p>Closed Session</p>	<p>N/A</p>
<p>Old Business</p>	<p>N/A</p>
<p>New Business</p>	<p>Melissa ask how we go about getting our online curriculum to reach more students, such as homeschooled children and private school students. The success we are having with online instruction gives us the opportunity to grow as a school. It was recommended that CDS, Inc. submit an amendment to the Charter to add online instruction. Baker stated he would be looking into it.</p> <p>It was discussed that Dean Ali Cause-Nance give a 30-minute Math presentation an a future meeting.</p>
<p>Ratification of Actions Taken</p>	<p>Suzanne moved, seconded by Colleen, to ratify all actions taken and disclosed to the Board since the last regular meeting and then to adjourn the meeting. The motion was unanimously approved.</p>
<p>Adjournment</p>	<p>Suzanne moved, seconded by Chad to adjourn the meeting. The motion was unanimously approved. The meeting was adjourned at 2:53pm.</p>