

Charter Day School



Charter Day School Board of Trustees

Minutes of the Board Meeting

4 PM; Thursday Oct. 08, 2009, Activity Center

Attendance	Trustees: Lori Boldt Mark Cramer Baker Mitchell Donnie Norris Steve Windham via phone Ms. Phyllis Pearson, CPA, Auditor
Executive Session	none.
Call to Order	Donnie called the meeting to order at 4:06 PM and ruled that a quorum was present.
Review of Present & Future Agenda Items	
Approval of Minutes	On motion by Lori seconded by Donnie, the September meeting minutes were approved as written.
Communications To/From Board	Parents reported to Mr. Cramer that Colin Taper, a Laney English teacher, remarked to their student in his class that CDS was a Nazis Youth Camp when he saw the student wearing a CDS sweat shirt. Letters have gone to both Supt. Lerch and Principal O'Bryant.
RBA Report	Mark noted the remediation occurring during the last week of the break. This was a change from having it during the first week, because with it during the last week, the kids were prepped for classes to begin without the two-week gap to lose what had been remediated. He explained that volunteer teachers were recruited and they were paid \$300 for the 8-12 period during the week. Next, Mark explained that Steve Smith and Jennifer Beamer were at the NC state charter school conference, and in lieu of their reports, the auditor would discuss the 2008-09 audits for the two schools.
CDS	Ms. Pearson presented the audit which had changed little from the draft that had been distributed to all board members last month. She began by saying that it was an unqualified audit with no material financial findings. She then went through the various statements and noted the one instance in which a teacher's certificate was a day late in being issued. After general discussion, Baker asked for clarification about the MD&A contents as they related to the state's template. Phyllis clarified that the template was merely an example and represented the minimum. Baker remarked that the template did not include Revenue and Expense reports and other information.

	<p>She stressed that it was our report and we could add anything we wished such as color photos, put it on letterhead, etc. Baker asked if it could look like a company's annual report and she said that it could.</p>
<p>CCS</p>	<p>Again, Phyllis went over the CCS audit and said that it, too, was an unqualified audit with no financial findings. Since CDS provided EC services to CCS, the same teacher certification date issue applied.</p> <p>In Summary:</p> <p>She summarized by saying they were both two very fine audits. In response to a question by Lori, she said that their firm did 37 charter audits and that we were among the very best. She said very few schools had any surplus fund balances. She thought maybe one had a 3-month balance and that perhaps only 5 or 10 had a 1 or 2-month balance like CDS. The majority just had small year-end cash balances.</p> <p>Ms. Pearson stated that a fund balance such as held by CDS would greatly increase the likelihood of success for any new charters that we wished to start. "Such a balance would make it much <i>more likely</i> to succeed than a school starting up with no money since the NC was no longer eligible for federal start-up grants," she said.</p> <p>She advised that recent topics in the profession had focused on making sure that:</p> <ol style="list-style-type: none"> 1. Titles used in the minutes corresponded to titles as specified in the By-Laws 2. Related party transactions be adequately detailed in the minutes, and 3. Make sure that payments to "independent contractors" were properly backed up with a contract and/or W9.
<p>Old Business</p>	<p>Mark announced for the record that all members had approved the teacher bonuses totaling \$66,423 to come out of the fund balance for both schools of \$1,000 for teachers and \$500 for assistants and staff. The state was not paying bonuses, but the entire staff had worked very hard and produced great results. Mark said RBA was paying similar bonuses to all of its staff out of its funds.</p> <p>Mark also renewed a prior discussion of how to deal with anonymous communications to the board or school. After some discussion, Mark moved and Baker seconded a motion that a board policy be instituted to ignore anonymous communications unless they were of a threatening nature in which case they would be turned over to the proper law enforcement agency. Anonymous letters making accusations against staff or complaining about conditions would not be responded to in any way. The motion carried unanimously.</p>
<p>New Business</p>	<p>On motion by Donnie, seconded by Lori, the board unanimously ratified the actions taken with Mark and Baker abstaining.</p>
<p>Adjournment</p>	<p>Donnie adjourned the meeting at 5:27 PM.</p> <p style="text-align: center;">The next meeting will be on Thursday, November 12th at 4:00PM at the Activity Center or by phone.</p>

<p>Supplemental Note</p>	<p>Jennifer Beamer, Steve Smith, and Tom Miller returned from the NC Charter Conference in Durham and reported that the conference was attended by about 315 people and guessed that there were about 50-60 charter schools represented.</p> <p>They all felt this was the best and most useful conference to date with sessions on many pertinent topics. The sessions had been lengthened to get more in depth and to leave plenty of Q&A time. Universally, the hallway talk and the night gatherings were consumed by budget concerns by almost all schools.</p>