

Charter Day School



Charter Day School Board of Trustees

Minutes of the Board Meeting

4 PM; Thursday May 13, 2010 Activity Center

Attendance	Trustees: Bill Barker Lori Boldt Mark Cramer Eric Kenyon Baker Mitchell Donnie Norris Steve Windham Mark Dudeck, Assist Treasurer Steve Smith, HM – CCS Jennifer Beamer, HM – CDS Brad Barth - RBA
Executive Session	None
Call to Order	Mark said that Donnie was in traffic so Baker called the meeting to order at 4:06 PM with a quorum of 6 present.
Review of Present & Future Agenda Items	No changes
Approval of Minutes	<p>The March minutes were reviewed and on motion by Lori, seconded by Eric, the March meeting minutes were approved as written.</p> <p>Baker said that he had omitted the board's approval of the draft audit at the September 2009 meeting. These minutes contained the detailed discussions of the issues and auditor's comments, but he did not reflect the fact that the board approved the draft subject to correction for a comment about highly qualified teachers.</p> <p>Therefore, Bill moved and Steve seconded that the September minutes be hereby amended to correct the omission on the board's approval by the addition of the following sentence: "Upon motion duly made and seconded, the board unanimously approved the audit subject to being corrected for highly qualified teachers." Bill's motion carried unanimously.</p>
Communications To/From Board	None. Donnie joined the meeting at this point and called for the RBA report.

RBA Report

Baker introduced Brad Barth who had joined RBA in a public relations capacity. Brad's background in communications and public relations as well as his extensive experience and talents in fine arts will help refine our messaging throughout the communities we serve.

Baker noted that he and Mark and Steve had met with the DOT folks in Columbus county and worked out the entrance/exit into the new middle school campus from Old Lumberton across from Powell Road where the current elementary campus is.

Finally, Baker reported on a meeting that he had attended in Raleigh with several other charter school representatives.

Mark said everything had been submitted by our engineers to DENR in Raleigh concerning the water well and we were waiting on their response.

Mark reported that all construction projects were anticipated to be on schedule:
July 10th - new CDS MS office and computer lab building
June 30th - CDS pave the loop around to MS
June 30th - CCS drainage culverts and piping around buildings
June 15th - CCS new buildings for 4th grade.

Mark discussed the surprise 6-hour two-person OSHA inspection that an anonymous employee had requested about our policies regarding blood borne pathogens (BBP). The inspection included all classrooms for supplies of gloves, antiseptics, and first aid kits. The defibrillator was checked and the employees were questioned on their training in its use as were those first responders approved for CPR. The inspector reviewed the 27-minute training video on BBP, the 18-page manual on "BBP in Schools" that is given to all employees and the 2 page quiz on BBP given to all employees. The inspector cited us for fines of \$7,500 because the policy manual section on BBP was deemed inadequate and that the training session was not conducted by a certified trainer in BBP. Upon appeal, the fine was reduced to \$5,000 and we revised our manual. We have received notification that we are now in full compliance and have abated all issues.

(It is interesting to note that no other education facility in NC was inspected for BBP compliance last year. In fact there were fewer than 50 citations all year and most were for expired fire extinguishers, etc. with no fines levied. The incidence of HIV in children under 14 is 1 in 28,000,000 as reported by the CDC.)

Mark updated the board on recent meetings about the school model to be applied for on the north side with strong ties to UNCW and the Northside Community Center. This would be a second, but more comprehensive, approach to the Hillcrest reading project. He stated that he had met with a UNCW trustee who was enthusiastic about the project and he hoped to meet with others in the near future.

Finally, Mark brought up the requirement that the board must authorize the

	<p>persons responsible for submitting the Title I grant application to our federal government. Donnie moved and Lori seconded a motion that the board authorize Mark Cramer and Mark Dudeck as representatives of CDS and/or CCS to file federal grant applications, including Title I. The motion was approved unanimously.</p> <p>Next, Mark Dudeck reviewed the first budget proposals for both CCS and CDS for the 2010-2011 year. The board went through each budget in detail and over an hour was spent in deliberations on how to best balance the revenues cuts imposed by the state with the salary needs of the employees with the growth and programmatic needs of the students. Mark Dudeck also had run through a projection of the 2011-2012 year which had additional severe cuts. The overall state shortfall for 2011-12 has been variously estimated at between \$2.9B and \$3.2B and the effect on school reimbursements was grim. Bill's CPA practice, Donnie's bank, and Steve's business all had customers that were expecting 2011 to be worse than 2010.</p> <p>The 2010-2011 budgets are to be studied by the trustees for final decisions and approval at the June 24th meeting. The early sense of the board is to be very conservative and to ensure as much surplus as possible should be carried over to help weather the expected storm of 2011-12, given that all programmatic needs must be met for the children.</p>
<p>CDS- "School of Distinction" "High Growth"</p>	<p>Jennifer reported on the following topics:</p> <ul style="list-style-type: none"> I. CDS – General: <ul style="list-style-type: none"> A. Board Policy on absences: 75 letters send and only 21 replies. B. Middle School Concert II. CDS – Academics: <ul style="list-style-type: none"> A. EOG's Ex 2 5/4-5/6 B. EOG's Elementary 5/11-5/13 C. EOG's Middle School 5/18-5/20 D. Retests 5/24-5/28 III. CDS – Fiscal/Budget: <ul style="list-style-type: none"> A. Title One Application-authorize Jennifer Beamer as the representative B. Homeless Education Program(Federal): \$800 will be given to us to get it started. Money will go toward uniforms, supplies, lunches. C. Book Fair was successful and grossed about \$12,000. IV. CDS - Community Relations: <ul style="list-style-type: none"> A. Special Olympics- CDS had 6 students participate B. Open House and Spring Festival- C. 600 guests plus over 100 staff and student performers D. Military, fire department, emergency services, Sheriff's department, Z107.5 live broadcast, RexRV, Gold's Gym, Brunswick Health Department, Paradise Italian Ice, Al's Place Band, Tyson's Trio, King Tiger Tae Kwon Do, Cub Scouts
<p>CCS "School of Distinction" "High Growth"</p>	<p>General Overview:</p> <ul style="list-style-type: none"> 1. The school has been doing very well. We are currently at 354 students with another 140 accepted for next year and over 80 others on the

	<p>waiting list.</p> <ol style="list-style-type: none"> 2. Personnel are doing great completing the Stanford Achievement Test, Dibels 3rd Benchmark test, and EOG's are close to completion. 3. Fastar is in full swing with the 2nd warm ups today. CCS has over 110 children participating in our 1st year. The race will be on 27 May 2010. 4. Kindergarten graduation and all awards ceremonies are being planned. 5. The Governor's office selected Columbus Charter School for a \$500.00 grant for 100 percent completion of Teacher Working Conditions Survey. 6. Teacher appreciation week was a huge success because of all the parent support. 7. Relay for life turned out great. Our school raised over \$7500.00 for cancer research. <p>Academics:</p> <ol style="list-style-type: none"> 1. Kindergarten placement testing is underway for the 2010-2011 school year. 2. Reading placement testing has been completed in 3rd and 4th grade and 1st and 2nd will be completed the week of the 25th. 3. EOG's will be completed soon with remediation week next week and Rest-1 going the 3rd week of May. <p>Fiscal/ Budget: Planning is being completed next year with the addition of new teachers, assistant teachers, music teacher, and secretary.</p> <p>Community Relations:</p> <ol style="list-style-type: none"> 1. Earth Day was a huge success. Over 400 flowers and 50 shrubs were planted at the school by staff, parents, and children.
Old Business	none
New Business	<p>Mark and Mark sets dates for the final budget meeting on Thursday June 24th and the audit review meeting on Thursday, September 30th.</p> <p>On motion by Lori, seconded by Steve, the board unanimously ratified the actions taken with Mark and Baker abstaining.</p>
Adjournment	<p>Donnie adjourned the meeting at 5:45 PM.</p> <p>The next meeting will be on Thursday, June 24th at 4:00PM at the Activity Center or by phone.</p>

Charter Day School Booster Club Board of Trustees
Minutes of the Board Meeting
Thursday May 13, 2010 Activity Center

Attendance	<p>Trustees: Bill Barker Lori Boldt Mark Cramer Eric Kenyon Baker Mitchell Donnie Norris</p> <p>Mark Dudeck, Assist Treasurer Steve Smith, HM – CCS Jennifer Beamer, HM – CDS Brad Barth - RBA</p>
Executive Session	none
Call to Order	Donnie called the meeting to order at about 5:47 PM with a quorum of 6 present.
New Business	<p>Steve Smith reported that the deck had been modified to make room of an athletic surface and he was awaiting bids.</p> <p>Mark Dudeck said he had gotten an inquiry from day care if they could rent the small bus from the Booster Club. On motion duly made and seconded, the board unanimously agreed to allow rental of the bus to RBA for use by the Day Care. All rentals are to be first approved by Jennifer.</p> <p>Lori also said that due to a new enterprise being undertaken by her and Terry she would be unable to continue on as President. She had several ideas for a replacement and would get with Jennifer to discuss them..</p>
Adjournment	There being no other business the meeting was adjourned at 5:49 PM.