

Charter Day School



Charter Day School Board of Trustees

Minutes of the Board Meeting

4 PM; Thursday April 25, 2013, Douglass Academy at Peabody, Room 6

Attendance	<p>Trustees: Lori Boldt Mark Cramer James Faison Baker Mitchell Donnie Norris Bob Spencer</p> <p>Others: Mark Dudeck, Assist. Treasurer Greg Katzman, attorney for CDS Bruce Jackson, Peabody, Inc. Barbra Jones, HM, Douglass Academy Adam Parker, Maintenance, RBA Jesse Smith, RBA Dawn Smith, First Bank, CFCI parent</p>
Call to Order	Donnie called the meeting to order at 4:07 PM with a quorum of 6.
Approval of Minutes	The January minutes were reviewed and on motion by Mark, seconded by Lori, were unanimously approved. The March minutes were reviewed and on motion by Lori, seconded by Mark, were unanimously approved.
Review of Present & Future Agenda Items	No changes
Communications To/From Board	Baker reviewed the letters to the New Hanover County School Board regarding the Lakeside lease and the rejection letter by OCS of the South Brunswick Charter School application and the appeal letter that went unread in the appeal hearing, which appeal was rejected.
Executive Session	A brief executive session was held to discuss personnel matters. No action was taken.
RBA Reports	<p>Douglass Academy lease for Peabody.</p> <p>Baker introduced Bruce Jackson, Director of Peabody School, Inc., the non-</p>

	<p>profit which has agreed to lease the building to CDS as a home for Douglass Academy. The board thanked Bruce for his gracious cooperation.</p> <p>Baker said that he and our attorney Melissa Gott were in the process of finishing the lease they had not reviewed it completely but hoped to do so next week. There was agreement in principle on all issues.</p> <p>On motion by Donnie, seconded by Mark, Baker was authorized to negotiate and sign the lease as approved by our attorney. On motion by James Faison, second by Lori, the board unanimously agreed that CDS would loan Douglass Academy \$30,000 for first year renovations with a maximum amount not to exceed \$50,000. Adam discussed the immediate plans for updating the classrooms. A Certificate of Occupancy had been obtained from the city building inspector.</p> <p>Baker mentioned that when Douglass Academy exceeded capacity at Peabody, perhaps Lakeside might be considered again.</p> <p>South Brunswick Rejection Baker noted that in rejecting the SBCS application for a \$561 deficit in the first year, the Council</p> <ul style="list-style-type: none"> • ignored the GA’s charter statute which has no prohibition on deficits or negative fund balances, • ignored their own Council minutes which merely “suggested” rejection for a “negative fund balance”, • ignored 150B and the Rules Review Commission, and • ignored every accounting textbook which defines the difference between a deficit and a negative fund balance as being two entirely different measures. <p>He also noted that the application documented a \$2,000,000 fund balance in both the body of the application as requested in the form and on the 990’s in the Appendix which were requested for replications.</p> <p>Lawsuit Greg reviewed the Brunswick County District Court’s verdict that gave CDS a complete win, which he felt would be appealed. Given all of the timing issues, he felt that a verdict could be issued prior to June 30, 2014.</p> <p>Duplin Barbra reported that she had a meeting set with Buster Price to reopen the Duplin exploration for a site and to inform other supporters of our efforts.</p>
<p>RBA</p>	<p>Mark discussed the calendars for the 2013-14 academic year for CCS and for DA. He pointed out that CCS would be the same as CDS except for training dates, and that DA would follow the NHCS calendar.</p> <p>On motion by Lori, seconded by Jim, both calendars were unanimously adopted.</p> <p>A brief executive session was held for Mark to discuss personnel matters. No action was taken.</p>

	<p>On motion by Baker seconded by Donnie the board voted unanimously to approve Mark's recommendation of moving Steve Smith to be Headmaster of Charter Day School and Michele Mena as Headmaster of Columbus Charter School.</p>
Financial and Budgetary Items	<p>Mark Dudeck presented the audit contracts with Petway, Mills, and Pearson for CDS and CCS. On motion by Lori, seconded by Bob, the contacts were approved.</p> <p>Next, Mark recommended that an engagement letter for Acadia to do the accounting and reporting be signed for DA. On motion by Lori, seconded by Baker, Acadia was approved for DA.</p> <p>Next, Mark presented the negotiated amounts with Acadia for federal grant writing. The amounts were CDS at 6 ½%, CCS at 8%, and DA at 8%. On motion by Donnie, seconded by Lori, these grant writing contracts were approved.</p> <p>Mark next presented for the board's approval, the personnel authorized to apply for the Federal Title 1 grants. They were Mark Cramer for CDS, Steve Smith for CCS, and Barbra Jones for DA. Baker moved, with Donnie's second that these be approved. The motion carried unanimously.</p> <p>Last Mark discussed the proposed budgets category by category for each school. In all cases, he used current reimbursement rates and current salaries. CDS was essentially break-even, CCS had a surplus of about \$125,000, and DA had a surplus of \$14,500 with RBA deferring 11% of its management fee. These budgets are presented for suggestions and modification by the board. All budgets for 2013-14 must be approved at the June 27th meeting.</p>
Old Business	None
New Business	On motion by Lori, seconded by Donnie, the board unanimously ratified the actions taken with Mark and Baker abstaining
Adjournment	On a motion by Baker, seconded by Mark, Donnie adjourned the meeting at 5:45 PM with a building tour by Bruce for those who had not fully inspected the building..

The next scheduled board meeting is June 27, 2013 at the DA Peabody..

