

# Charter Day School



## Charter Day School Board of Trustees

Minutes of the Board Meeting

3 PM; Thursday, April 24, 2014, Douglass Academy, Leland, NC

Attendance	Trustees:  Dawn Carter (arrived at 4:30 PM) Jeremy Dickinson John Ferrante Melissa Gott (by phone) Don Lucas Bob Spencer  Others: Baker Mitchell, Secretary Mark Dudeck, Treasurer Jesse Smith, RBA, QC Sawyer Batten, RBA, PIO Michelle Mena, RBA, SBCS Barbra Jones, RBA, Douglass Headmaster Sara Ovaska, NCPolicyWatch
Call to Order	John called the meeting to order at 3:03 PM with a quorum of 4 present and Melissa by phone as she was driving back from Raleigh..
Agenda Modification	none
Approval of Minutes	The March 19 Board meeting minutes were reviewed. John declared the minutes approved as distributed without objection.
Charter Conference Report	Bob and John reported on the charter conference in Raleigh that they attended April 3-5. They said it was a very informative and stimulating conference and cited Dr. Steve Perry's keynote address which is now on YouTube. They suggested all should watch it. They also were impressed with Jesse's presentation on FASTAR and asked her to brief the entire board which she did. She said that over 400 students at CCS and CDS were participating this year.
RBA Reports	Baker reviewed the 2014-15 enrollment status reports for each of the four schools CDS has 962 students enrolled with 188 on the waiting lists. CCS has 908 students enrolled with 93 on the waiting lists. DAC has 97 students enrolled with 3 slots left in K and 6 on the waiting lists. SBC has received 98 applications and is processing enrollments.

	<p>Next, Baker reviewed the per pupil funding at CDS compared to Brunswick and New Hanover Counties. CDS receives \$7,399, Brunswick \$10,156, and NHCS \$9,265. He pointed out that the relative cost for each EOG test passed was \$6,529 for CDS, \$12,426 for Brunswick, and \$9,049 for NHCS. More results for less money at the charter school. The same trend held true for economically disadvantaged students and non-white students.</p> <p>The temporary site for SBCS was discussed along with \$15,000 for up fitting and rental deposit. After visiting a number of possibilities, this site represented the best combination of location, readiness, and low cost; the only drawback was its limit of 100 students maximum. Both John and Melissa had reviewed and modified the lease between RBA and the lessor, South Harbour Station, LLC. Mark said the lease expense was included in the budget that had been distributed. On motion by Don, seconded by Bob, the lease with the student count of 100 was approved as a pass-through expense by RBA to CDS along with the \$15,000 loan to SBCS for the initial expenses. The motion passed unanimously.</p> <p>Next, Baker reviewed Michelle Mena’s CV with 22 years in education, the last 17 years as Principal or Assistant Principal. She had been heavily involved with the SBCS application and its approval and had located the temporary location for the school. John asked the board to ratify her appointment as Headmaster of SBCS, which it did so without objection on a motion by Bob, seconded by Don.</p> <p>The final schedules for the schools’ activities approaching year-end were discussed with attention to the testing schedules and the graduation exercises.</p> <p>Finally, the in-service training schedule was presented and discussed. It runs from July 9 through July 18 and all Headmasters, Teachers, and Assistants from all schools will attend the sessions which are organized by grade and subject.</p> <p>Barbra reported on the appreciation luncheon for Douglass volunteers and supporters. Both the mayor and the sheriff were in attendance to thank all those volunteers who had been so helpful at Douglass. She also reported that over 120 parents attended an open house for SBCS in Shallotte.</p>
Updated Budget Projections 2013-14	At 4:00 PM, Mark began the discussion of the status of the current budget projections for CDS, CCS, and DAC by introducing a summary of the year-end fund balances for each school and for CDS, Inc. as consolidated. The budgets had been emailed out the day before. Dawn arrived at 4:30, and discussion continued until John asked for the board to approve the budgeted projections without objection, which it did.
Proposed Budgets for 2014-15	Next Mark led a discussion of the budgets for the four schools for next fiscal year. He explained that this is a first look and that they would be subject to revision up until the next board meeting on June 26 <sup>th</sup> at CDS.
Enter Closed Session	John called for a closed session to discuss the permanent site for SBCS and the status of the lawsuits, and the board did so without objection at 5:14 and Melissa joined the meeting in person.
Actions	Returning from closed session at 5:42 PM, John asked the board to approve an

	additional loan of \$85,000 to SBCS for surveys, appraisals, and planning work to confirm the suitability of the Sunset Harbor Road site for which CDS has an option to purchase from the owner, Coastal Habitat Conservancy, LLC, which is owned by Baker. The option does not obligate CDS in any way, and Baker made it clear that CHC was happy to retain the property for investment if the board wanted a different site. The board approved the loan to SBCS without objection.
Old Business	None
New Business	Mark presented the engagement letters from PMP for conducting the LGC audits for CDS and CCS as they have done in past years. John called for approval without objection which occurred. A letter had been received by some board members that seemed to require a DAC audit. John instructed Mark without objection to determine what the requirement was and to engage PMP if an audit was required.
Next Meeting	June 26, 2014 at 2 PM at CDS was announced as the next board meeting.
Ratification of Actions	John moved to ratify the actions taken by the administration to date, which was done so without objection.
Adjournment	John adjourned the meeting at 5:55 PM without objection.