

Charter Day School



Charter Day School, Inc., Board of Trustees

Minutes of the Board Meeting

2 PM; Thursday, August 21, 2014, Douglass Academy, Wilmington, NC

Attendance	Trustees: Jeremy Dickinson John Ferrante Melissa Gott Bob Spencer Others: Mark Dudeck, Treasurer, CDS, Inc. Baker Mitchell, Secretary, CDS, Inc., Jesse Smith, RBA, QC Sawyer Batten, RBA, PIO Mike Frank, RBA Doug Franks, RBA Steve Smith, RBA Lisa Edwards, RBA Michelle Mena, RBA Barbra Jones, RBA StarNews Reporter
Call to Order	John called the meeting to order at 2:03 pm with a quorum of 4 present.
Agenda Modification	None
Approval of Minutes	The minutes were approved unanimously.
RBA Reports – General Overview	Baker introduced the reports by noting that many enhancements had been planned since the fall of 2012 to strengthen the classical curriculum. Initial plans were to introduce items sequentially over the course of several years, but given the level of enthusiasm for these items it was decided to introduce most of them in the 2014-15 year. This required a review and realignment of the summer professional development series, modifications to the class schedules, and an intensive monitoring and coaching program throughout the year. Mike Frank and Doug Franks next presented the details of the new training, class schedules, and coaching.

<p>Douglass Academy</p>	<p>Barbra Jones reported that Douglass had 41 students at its highest point and finished at 33 for 2013-14 with total revenue of \$770K including a \$400K loan from CDS and a \$100,000 anonymous donation with total expenses of \$764K for a FYE surplus of \$6K. Program expenses were 77.6% with administration expenses of 22.4%. She described the tremendous community support with numerous volunteers helping in the school with extracurricular activities.</p> <p>Low-income students made up 85% with 90% non-white.</p> <p>For 2014-15, she said despite 98 enrollees with all K students having come in for placement tests, she was basing her budget on an ADM of 80. This would result in an FYE surplus of \$2K. The Office of Charter Schools had visited to audit the enrollment packages on July 29 and was pleased with the count of 95. The budget should be slightly above break-even.</p> <p>There was discussion of the academic progress and how teacher training was progressing. She said that although there were no children in the 3rd grade for testing, SAT10 tests indicated that at least two-thirds of the children were at or above grade level. Also Ms. Denton, an outstanding K Lead Teacher from CDS, was transferring to Douglass and would have a significant role in coaching the other teachers.</p> <p>The bus is running well with door-to-door pick-up, and meals are served for breakfast and lunch to qualified students.</p> <p>The cafeteria/auditorium/gym that holds 250 people is being used frequently by DPI and CDS for training and community functions.</p>
<p>South Brunswick Charter School</p>	<p>Michelle Mena reported that South Brunswick had successfully opened with 85 students: 48 in K, 21 in 1, and 18 in 2. There is a ten percent non-white and 6 EC referrals in progress and 3 in existence. In spite of this enrollment, the school's facebook page has over 457 "Likes" and posts often have 300-500 reach. She was projecting revenue of \$730K and expenses of \$722K. Parents were excited about the new 44 acre campus location, and she was looking forward to a very successful first year.</p>
<p>Columbus Charter School</p>	<p>Steve Smith reported as follows:</p> <p>Columbus Charter School started the 2013-2014 school year by increasing the number of students at the school from 735 ADM in 2012-2013 to 829 ADM in 13-14. We also added 8th grade and went from 28 total classrooms to 32 total classrooms.</p> <p>With the addition of 4 more classrooms and 94 children, our low economically disadvantaged numbers went from around 37% to 42.34%, our non-white numbers went to 20.6%, our individual education plans increased from 89 to 102 at the end of the year and we had 18 students with 504 plans requiring accommodations. Total IEP's and 504's were at about 15%.</p> <p>Columbus Charter School was at a composite score of 62.1% taking 916 EOG tests in 2012-2013 and only slightly dropped to 61.7 percent proficient in 2013-</p>

	<p>2014. We had an overall increase in the testing volume from about 916 tests in 2012-2013 to 1,192 tests in 2013-2014. This is about a 30% increase in student testing activity. To maintain this quality in the face of a 30% volume increase is outstanding and Columbus Charter School continues to have the highest composite averages in Columbus and Bladen counties.</p> <p>% EOG Passed Reading, Math, and Science: 61.7%; % SAT-10 Reading and Math on Grade Level: 74. %</p> <p>Our state has adopted the read to achieve program in North Carolina and our most impressive growth was in 3rd grade reading. Third grade reading had a big gain from 54% to 64%.</p> <p>The 4 and 6th grades had a very large influx of new students and their percentages dropped accordingly. Almost every other grade showed some increase in both math and reading. We are definitely on-track with the new more intensive coaching and curriculum support.</p> <p>CCS ADM in 13-14 was at a 829 student count. Our total revenues were \$5,808,000 and about 7,006 per pupil. The total expenses were about \$5,745,000 and we were left with a surplus of \$63,000 and a fund balance of \$660,000. We spent 79.9% on program expenses and 20.1% on admin expenses.</p> <p>CCS ADM in 14-15 finished Monday with a projected ADM of 891 students. Our total revenues projection is about \$6,286,000 and about 7,055 per pupil. The total expenses totaled \$6,280,000 and we are at a surplus of \$6,000. We are also projecting a fund balance of \$666,000.</p> <p>This year, Columbus Charter School started the 2014-2015 school year by increasing the number of students at the school from 829 to 891. We also went from 32 total classrooms to 34 total classrooms. With the addition of 2 more classrooms and 62 new children, we are expecting our low economically disadvantaged numbers to increase and we are expecting our non-white numbers, IEP's and 504's to increase accordingly.</p> <p>Next, Steve described seventeen community activities in which the school was scheduled to participate in 2014-15</p> <p>On a cautionary note, Steve told the Board that Columbus Charter School started in 2007 with seven children with IEP's. We have done such a great job that our numbers continue to grow. Last year we went from 89 children requiring special services to over 100. This year we are already over 105 children with IEP's and have hired two more people bringing our EC Team to 8 staff members. In the event those numbers continue to climb, we may need to look at hiring another Exceptional Children's Teacher.</p>
<p>Charter Day School</p>	<p>Lisa Edwards reported that 2013-14 had an ADM of 932 with revenue of slightly over \$7 million and expenses of \$6.7 million with a FYE surplus of over \$360K for a fund balance of \$1,977K. Program expenses were 79% and administration expenses were 21%.</p>

	<p>Lisa reported 113 students with accommodations making 12% of the students, low-income students were 38% and non-white students made up 21.4% of the population.</p> <p>Preliminary EOG numbers showed an increase over last year. The nationally normed SAT10 results had 85.1% at grade level for reading and 78.9% at grade level for math.</p> <p>For 2014-15, Charter Day School is starting its 15th year with estimated revenue to be \$6.9 million based on an ADM of 917. There are a total of 84 exception children and 45 students with 504's making up 14% of the students with accommodations. Several of the students require one-on-one attention so our EC staff now numbers twelve (12) professionals.</p> <p>The fact that the state has not released the per pupil allocations yet while approving a sizable raise for all staff, makes any accurate estimate of a projected FYE surplus very inaccurate.</p>
Final Budgets	<p>Mark Dudeck presented a final 2013-2014 year-end summary of the budget surplus and fund balance for CDS, Inc. which included a surplus for every school and a cumulative fund balance of \$2.4 million.</p> <p>Next he presented the final budgets for CDS, CCS, and DAC by going over the changes since the last budgets. The budgets included bonuses for all personnel employed in the 2013-24 school year and still employed as of 09/05/14. Year-end surpluses were \$362K, \$63K, and \$6K for the three schools. After discussions, the three school budgets were approved unanimously as presented.</p>
Entering Closed Session	<p>The Board voted unanimously to go into closed session. Topics included the Brunswick County Schools lawsuit, and clarifications/updates of the CDS-RBA management agreements.</p>
Closed Session	<p>Closed session began at 3:37 pm. The Board discussed the matters referenced.</p>
Return to Open Session	<p>The closed session was completed by 5:17 pm.</p>
	<p>Without objection the Board approved a settlement offer to Brunswick County Board of Education for the improperly withheld funds for the years 2001-2011 as calculated from publicly available data.</p>
	<p>Without objection, the Board approved the August 21, 2014 letter from CDS, Inc. to RBA, Inc. requesting RBA, Inc. salary data in the possession of CDS, Inc. as requested by DPI.</p>
	<p>The Board approved unanimously and John signed the CDS-RBA agreements for all schools. There were no changes in the fee structure or general responsibilities, but only minor clarifications and consistent language and terms.</p>
	<p>The Board unanimously approved the Board Policy Handbook changes.</p>
Unfinished Old Business	<p>None</p>
New Business	
Next Meeting	<p>October 16, 2014 at 2:00pm at Leland was announced as the next regular Board meeting to be held.</p>
Ratification of Actions	<p>The Board unanimously ratified the leases for the CCS and CDS campuses. The Board unanimously ratified all other prior corporate actions.</p>
Adjournment	<p>The Meeting was adjourned at 5:24 pm.</p>

