



A Public School of Choice, Inc.

Board Meeting Minutes

- Regular Session on July 18, 2013
- Closed Session on
- Special Session on

DRAFT

APPROVED

In Attendance:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Richard Peterson/Vice Chair | <input type="checkbox"/> Kristi Anspach/Treasurer |
| <input checked="" type="checkbox"/> Kim Hill/Parent Rep & Secretary | <input checked="" type="checkbox"/> Ben Balderas/Parent Rep |
| <input checked="" type="checkbox"/> Brenda Hunt/Teacher Rep | <input checked="" type="checkbox"/> Scott Jewitt/Teacher Rep |
| <input checked="" type="checkbox"/> Donna Kuhl/Parent Rep | |

The meeting was called to order by Richard Peterson at 6:32 p.m.

The mission statement was read and a moment of silence was observed.

Public Comments

There were no public comments.

Principal's Report (given by Jarrod Dennis)

- Audit: Our annual audit will take place on 7/26/2013.
- Buses: We are still looking into contracting bus services.
- EC teaching positions: Mrs. Eliza Beasley-Bunnell and Mrs. Amy Hagaman will be our Middle School and Elementary School EC Teachers, respectively.
- AIG: The AIG plan has been completed for the 2013-2016 cycle and is awaiting board approval.
- BMP: The inspection has been performed and is being submitted to the town.
- Testing: All EOC/EOG testing is complete and went according to plan.
- Enrollment: Enrollment is currently full for the 2013-2014 school year.
- Enrollment Adjustment: Based on our full enrollment, an enrollment adjustment was submitted to DPI to disburse the proper amount of funds at the beginning of the 2013-2014 school year.
- SMART Boards: SMART Boards are ordered and scheduled to be installed.
- iPads: We have ordered iPads for the faculty/staff for the coming year.

Committee Reports

- Finance Committee: Current Chair is on vacation and not at the meeting. The audit is scheduled for July 26, 2013.
- Grievance Committee: There was no cause to meet.
- Personnel Committee: No meeting held since the last BOD meeting.
 - The Chair has been working on posting open positions, interviewing candidates for the open Middle School Science position, and responding to emails sent to the Principal's inbox.

- Policy & Strategic Planning Committee: No meeting held since the last BOD meeting
- Community Relations and Fundraising: No meeting held since the last BOD meeting
- Education Committee: No meeting held since the last BOD meeting

New Business

- Vote on Appointment of New Director to the Board of Directors.
 - **Motion:** To appoint Denise Duffy to the open BOD position.
Motion: Kim Hill
Second: Donna Kuhl
Vote: 3:1 For:Against
 Passed Failed
 - Denise Duffy was present at the meeting and became an active member after the vote.
- Vote on Appointment of New Community Representative to the BOD.
 - **Motion:** To appoint Vicky Wilson as the Community Representative to the BOD.
Motion: Ben Balderas
Second: Donna Kuhl
Vote: Unanimous Approval
 Passed Failed
- Vote on Offices of Chair, Vice-Chair, Secretary and Treasurer for the 2013 – 2014 school year.
 - **Motion:** To appoint Rich Peterson as the Chair of the BOD.
Motion: Donna Kuhl
Second: Ben Balderas
Vote: Unanimous Approval
 Passed Failed
 - **Motion:** To appoint Kristi Anspach as the Vice – Chair of the BOD.
Motion: Ben Balderas
Second: Denise Duffy
Vote: Unanimous Approval
 Passed Failed
 - **Motion:** To appoint Kim Hill as the Secretary of the BOD.
Motion: Donna Kuhl
Second: Ben Balderas
Vote: Unanimous Approval
 Passed Failed
 - **Motion:** To appoint Denise Duffy as the Treasurer of the BOD.
Motion: Donna Kuhl
Second: Kim Hill
Vote: Unanimous Approval
 Passed Failed
- Elect Board Liaisons to Committees
 - Board Liaisons for the following committees are:
 - Grievance Committee: Donna Kuhl (Chair for the Community Grievance Committee and the Employee Grievance Committee)
 - Personnel Committee: Kristi Anspach (Chair)
 - Community Relations & Fundraising: Denise Duffy
 - Policy and Strategic Planning Committee: Ben Balderas
 - Education Program: Brenda Hunt
 - PTA: Kim Hill

- Set date for BOD training in September 2013
 - Based on availability of the meeting space, the training session will be held either Sept. 7, 2013 or Sept. 14, 2013.
- School Day to end at 3:00 for the 2013 – 2014 school year
 - The calendar for the 2013 – 2014 school year has already been approved and publicized; therefore, no changes can be made to the calendar. However, there was discussion regarding inclement weather make-up days and whether those will need to be taken because of the extra class-room time which will accumulate throughout the year. This will need to be investigated further.
 - In order for there to be adequate time for the Middle School classes to perform collaborative-based projects in support of STEAM, the teachers need an extra 15 minutes in their flex time.
 - Discussion about improving technology in the school, focused around ensuring there are iPads or laptops available for the students, given the increased project-based learning around STEAM. There are currently ~30 laptops being used in the Middle School. The wish list includes the following (with estimated cost given, based on amount spent by Orange County to supply laptops to local schools):
 - ~ K & 1st: At least five iPads to share (\$500, includes Otter boxes)
 - ~ 2nd, 3rd, & 4th: At least 22 laptops to share (\$650/laptop = \$14,300 total)
 - ~ 5th & 6th: At least 22 laptops to share (\$650/laptop = \$14,300 total)
 - ~ 7th & 8th: At least 44 laptops to share (\$650/laptop = \$28,600 total)
 - Obtaining a corporate sponsor was briefly discussed, as a way to raise money needed for technology.
 - If technology improves, there is a need for IT support to ensure laptops are in working condition.
 - There was discussion about sending a questionnaire to the community, determining their interests and abilities. This information would be valuable to have in order to bring the knowledge and connections of the community to the school.
 - **Motion:** To extend the school day to 3:00.
 Motion: Denise Duffy
 Second: Kim Hill
 Vote: Unanimous Approval
 Passed Failed
- Decision on three parent members and final make-up of the Principal Search Committee
 - The OCS Community will be informed of the names of the three parent representatives via email.
 - The BOD representatives will be Ben Balderas, Donna Kuhl, and Kristi Anspach.
 - The Teacher representatives will be Ashley Potter, Julie Williams, and Keri Frank.

Old Business

- Update on bus service for the 2013 – 2014 school year
 - One quote has been received. A second quote is being investigated. The goal is to service the same number of students as last year, but fewer stops may be required to get the best rate.
 - Bus service has to be provided based or some families may not be able to attend OCS.
 - A contracted service is the best avenue for the 2013 – 2014 school year, given the unknown amount of service the current buses will require to ensure safety and the ability to pass inspection, and the need for a certified service technician to perform these necessary repairs.
 - **Motion:** To approve the purchase of a contracted bus service for the 2013 – 2014 school year.
 Motion: Ben Balderas
 Second: Kim Hill
 Vote: Unanimous Approval
 Passed Failed

- Continued discussion will be had to determine the best route forward for bus service in subsequent years.
- There was a suggestion to have an easily accessible and changeable carpool list, in addition to a bus route. Currently, those people looking for carpools email Tracey with their requirements. It would be nice for there to be a central location where those who can provide carpools can put their contact information and what they can provide, so those who need carpool can access and make the necessary contact.
- Update on the removal of the wall in the cafeteria
 - Since Ms. Apelgren's office moved to the North Building, the office area behind the cafeteria is no longer needed.
 - If the wall is removed, all of the Middle School students can eat lunch together.
 - The wall will be removed once the appropriate amount of seating is available.
- Review and approval of June BOD minutes.
 - **Motion:** To approve the June 13, 2013 meeting minutes, as drafted, and the June 26, 2013 meeting minutes, with revisions.
 Motion: Donna Kuhl
 Second: Ben Balderas
 Vote: Unanimous Approval
 Passed Failed
- Status update on the OCS flyer: will be available for the July 26, 2013 Last Fridays. A small number were printed; any further changes can be made prior to the next printing.
- Timeline to sign investment documents with Community One
 - **Motion:** To ensure the investment documents with Community One are signed by August 26, 2013.
 Motion: Kim Hill
 Second: Donna Kuhl
 Vote: Unanimous Approval
 Passed Failed
- Sealing of the pavement
 - **Motion:** To proceed with pavement re-sealing through ACE Asphalt, as quoted.
 Motion: Kim Hill
 Second: Denise Duffy
 Vote: Unanimous Approval
 Passed Failed

Closed Session

Motion: To move into closed session to discuss items which warrant confidentiality pursuant to Article 33C, Section 143-318.11 (a) Section 6 of the North Carolina General Statutes.

Motion: Denise Duffy

Second: Kim Hill

Vote: Unanimous Approval

Passed Failed

At 9:10 p.m., the meeting entered into a closed session. The closed session was ended at 11:10 p.m.

Motion: To have Rich Peterson follow-up with the potential candidate for the MS Science position and to make an offer based on the result of conversations and reference checks.

Motion: Kim Hill

Second: Donna Kuhl

Vote: Unanimous Approval

Passed Failed

Motion: To have the Board re-execute the teacher contracts for the 2013 – 2014 school year.

Motion: Ben Balderas

Second: Donna Kuhl

Vote: Unanimous Approval

Passed Failed

Adjournment

With no further business before the Board of Directors, the meeting was adjourned at 11:19 p.m.

The next meeting of the Orange Charter School Board of Directors will be held on **Thursday, August 22, 2013, at 7:00 PM.**