



A Public School of Choice, Inc.

Board Meeting Minutes

- Regular Session on July 2, 2015
- Closed Session on July 2, 2015
- Special Session on

DRAFT **APPROVED**

In attendance:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Kristi Anspach | <input checked="" type="checkbox"/> Whitney Franz |
| <input checked="" type="checkbox"/> Scarlett Jordan | <input type="checkbox"/> Jon Corcoran/Administrator |
| <input checked="" type="checkbox"/> Jurgen Wanke | <input checked="" type="checkbox"/> Morgana Hover /Teacher Rep |
| <input checked="" type="checkbox"/> Rachel Monschein | <input checked="" type="checkbox"/> Julie Williams /Teacher Rep |
| <input checked="" type="checkbox"/> Lisa Dukelow | |

The meeting was called to order by Lisa Dukelow at 6:44 p.m.

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

Public Comments

There were no public comments.

Appointment of Officers

The following were nominated for these positions:

Kristi Anspach – Chair
Scarlett Jordan – Vice Chair
Jurgen Wanke – Treasurer
Rachel Monschein – Secretary

Committees

Finance Committee

Board Liaison - Jurgen Wanke
Finance Committee Member – Kristen Martin

Ad Hoc High School Expansion Committee:

Whitney Franz
Lisa Dukelow
Jurgen Wanke

Employee Grievance Committee

Scarlett Jordan
Whitney Franz
Lisa Dukelow

Need 2 other community volunteers (one from the elementary school and one from middle school)

Personnel Grievance Committee

Scarlett Jordan

Lisa Dukelow

Need community member

Policy and Strategic Planning

Lisa Dukelow, Board Liaison

Community Relations/Fundraising

Whitney Franz, Board Liaison

Education

Morgana Hover, Board Liaison

PATH

Julie Williams, Board Liaison

Motion to elect officers: Rachel Monschein

Second: Scarlett Jordan

Vote: Unanimous Approval

Passed Failed

Committee Reports

Treasurer's Report – Jurgen Wanke provided budget report from 5/1/15 to 5/31/15 showing net surplus of \$4,437.32

Report from Ad Hoc Committee on school expansion – Committee met on June 17th.

Topics discussed:

- the need for the land to be rezoned through Town of Hillsborough
- the need for the Board to sign the legal paperwork or letter of intent at the July 2nd Board meeting
- the desire to hire a consultant
- the need to start advertising by October 1st
- several task groups to consider, such as: athletics, curriculum, transportation, staffing, transition, facilities, technology, marketing, fundraising, community outreach, etc.
- Next meeting scheduled for July 16th at 6:30pm

Grievance Committee: There was no cause to meet.

Personnel Committee: closed session

Need to review staff contracts with rubric for performance reviews to make sure that they align

Policy & Strategic Planning Committee – Did not meet since last BOD meeting.

Community Relations and Fundraising – Did not meet since last BOD meeting.

Education Committee: Did not meet since last BOD meeting.

PATH - met on Tuesday 6/30

- They rolled \$4500 from 2013-2014 into this year. They raised about \$17,700 and spent about \$10,200, leaving them with \$7,500 heading into the fall.
- They ask the BOD to permit PATH to spend-out the remaining funds as follows:
 - \$2,200 for welcome-back teacher awards of \$100 per teacher.
 - \$400 for a new First Grade rug.

- \$2,000 set aside for PATH's fall activities (Read-a-thon kick-off and prizes, fall fest, potential other activities.)
- Remaining \$2900 to be allocated to offer safety improvements to the Playground for removal/revision of the semi-large rocks, building of stairs (railroad tie style) on the mud slope between the field and the blacktop, and installation of crush & run gravel to prevent additional mud tracking into the gazebo causing slippery and unsafe conditions.
- PATH voted to set their Read-a-Thon goal at \$8-10k and to spend the monies raised on supplemental SMARTboard funding (to be used by: Kerri Frank, Sra. Alvarado, Kim Apelgren and Ms. Seigal/Sra. Baldares) and SMARTboard training by education-smartboard specialists who can help ensure all our teachers get the most out of these amazing tools.

Motion to approve PATH budget requests: Rachel Monschein

Second: Scarlett Jordan

Vote: Unanimous Approval

Passed Failed

Principal's Update: No report

New Business

- Review and vote on letter of intent for expansion of school
 - The Board reviewed the draft letter of intent in detail.
 - Susan Haire, a Real Estate attorney, has reviewed the contract and suggested changing the verbiage in item #6 (Assignment) to state that Orange Charter School must approve any reassignment of this agreement.
 - The Board suggested other minor edits.
 - There was a motion to sign the letter of intent after edits are incorporated and revision is reviewed by Board members via email.
 - Kristi Anspach (Chair) and Rachel Monschein (Secretary) to sign
- Lunch program for 2015-16 survey
 - Jennifer Christlow has requested permission to disseminate a survey about a potential outside lunch delivery program (My Hot Lunch Box).
 - Board reviewed questions, made a few edits, and approved dissemination of survey.
- Decision of new executive committee from the Board for School Expansion team
 - If goal is met to break ground by November, then builder says he could have school completed by start of school in August.
 - Discussed hiring consultant to help set up the high school
 - Discussed the need to hire an advertising firm
 - Goal to hire new administrator for high school part time in January or February 2016
 - Postpone lottery drawing this year until March
 - Need team to take on Principal/Managing Director search
 - Tasked Education Committee (Morgana Hover) to have suggestion for curriculum to the Board by August 2015
 - Lisa Dukelow provided example of Brookwork High School STEAM Program curriculum
 - Recommendation for the RFP to be pared down to just advertising

- Orange Charter School's logo to be reviewed and redesigned (Lisa Dukelow and Whitney Franz)
- Tracking list for school expansion
 - Need a checklist with due dates to assist us with keeping on track. Tasked to Kristi Anspach
- IEA Team
 - Lisa Dukelow presented an opportunity for the school to form an Interscholastic Equestrian Association.

Motion to approve dissemination of IEA interest survey: Lisa Dukelow

Second: Scarlett Jordan

Vote: Unanimous Approval

Passed Failed

Lisa to follow up with Kelly Bates

- Lincoln Funeral Train on August 29th and 30th – possibility of school trip for families interested

- Saturday/Sunday trip to Spencer Transportation Museum

- \$300 to charter a bus that will hold approximately 60 people

Motion to approve field trip: Scarlett Jordan

Second: Rachel Monschein

Vote: Unanimous Approval

Passed Failed

- Parents Back School night
 - Evening near the beginning of the school where parents can meet with teachers to discuss curriculum, view projects, ask questions
 - Suggested date: September 17th
 - 5-6 pm elementary school
 - 6-7 pm middle school
- Traffic concerns
 - NC Department of Transportation is complaining that school's traffic is backing up all the way down US 70 Bypass at pickup.
 - Need to consider:
 - alternative traffic such as having cars enter the other side of Meadowlands drive and only exit Meadowlands Drive near the school
 - and/or having staggered release of elementary and middle school
 - Will be added to the agenda for next BOD meeting for discussion and vote

- Request for name change of Policy and Strategic Planning Committee to Future Visions Committee

Motion to approve committee name change: Whitney Franz

Second: Lisa Dukelow

Vote: Unanimous Approval

Passed Failed

- Need to set date and time for training of Board members
Tentative dates discussed: September 12th / 13th / 19th / 20th
Location: Murphy School
Send conflicts to Kristi

Closed Session

- Review of 2015 -16 contracts – personnel

Motion: To move into closed session to discuss personnel contracts which warrant confidentiality pursuant to Article 33C, Section 143-318.11 (a) Sections 5 & 6 of the North Carolina General Statutes.

Motion: Lisa Dukelow

Second: Scarlett Jordan

Closed session started at 9:25 pm

Motion to end closed session: Scarlett Jordan

Second: Lisa Dukelow

Closed session ended at 10:47 pm

Motion to draft the contract for the Administrator based on conversation during closed session, effective August 1st: Lisa Dukelow

Second: Jurgen Wanke

Vote: Unanimous Approval

Passed Failed

Adjournment

With no further business before the Board of Directors, the meeting was adjourned at 10:50 p.m.

The next meeting of the Orange Charter School Board of Directors will be held on **Thursday, July 30, 2015, at 6:30 PM.**