

ALA Board Meeting 1/23/19

Location: 283 Harvey Faulk Road, Sanford NC

Members Present: D. Draughon, L. Malone, E. Arrington, S. Gatlin, A. Fonke

Members Absent:

Non-Members Present: J. Smith (Director), C. Draughon (Charter Success)

Call to Order: Meeting was called to order at 5:35pm by D. Draughon

Agenda

1. **Approval of November Meeting Minutes:** The November meeting minutes were distributed to board members prior to the meeting for their review. D. Draughon made a motion to accept the November meeting minutes as written, E. Arrington seconded, motion passed unanimously.
2. **Public Comment:** D. Draughon opened the meeting for public comment. There was no participants for public comment.
3. **Administrative Report:** Justin Smith (Managing Director) sent Board Members an administrative report to board members prior to the meeting. He then reviewed highlights with board members during the meeting.
 - a. **General:** J. Smith reviewed enrollment with board members. Enrollment is steady at 163 students. He explained that the open enrollment period for 19-20 school year began on January 1st and runs through February 28th. Current application numbers are positive as we have already exceeded the number of spots available in applications. ALA also hosted a Ribbon cutting event prior to the board meeting which involved the local Mayor, Sheriff, and other significant community members.
 - b. **Student Achievement:** J. Smith discussed upcoming NC Check-In exams that take place on January 24th and 25th. The major focus will be both 6th and 7th grade math. Mr. Smith also discussed some of the current projects both 6th and 7th grade students were working on in detail.
 - c. **Student Leadership/Character Development:** Students led an enrollment tour for prospective applicants in the past week. Students did a wonderful job and toured about 30 people around the school. Our school was featured in the Sanford Herald as the newspaper participated in these tours.
 - d. **Fiscal Responsibility/Budget:** Planning has begun for the 2019-20 school year. Mr. Smith has begun screening activities for potential teacher candidates and personnel decisions are being considered for next year. The Finance Committee will produce a budget for the board's review by the May meeting

according to policy. J. Smith is also working on Title I and II applications for federal funding to support student academic intervention programs and teacher professional development. Once approved he will notify the Board.

- e. **School Culture/Climate:** ALA won their first athletic events in history as both basketball teams defeated Montessori School of Raleigh. ALA hosted a Souper Chilli Cook-off after the ribbon cutting event and had 13 participants. It was heavily attended.
4. **Financial/Budget Report:** Cory Draughon of Charter Success Partners reviewed the Budget Report with Board Members. No major areas of concern. The school continues to operate with an anticipated surplus. Areas that are overfunded are custodial and office supplies. Mr. Draughon explained that we did not anticipate the extent of these costs as a startup school. The budget has been adjusted to reflect these expenditures.

Items for Discussion

1. **Board Admissions and Enrollment Policy:** J. Smith explained that we needed to submit our Admissions and Enrollment policy to the Office of Charter Schools as a part of our Performance Framework. Further clarification was needed on the priority that allowed families to submit one surname into the lottery for multiple siblings. J. Smith explained and C. Draughon explained how Charter Success could execute this via SchoolMint. Board Members reviewed the policy and decided to keep the policy as approved last year.
2. **Parent and Employee Grievance Policy:** J. Smith explained that we needed to submit our Parent and Employee Grievance Policy to the Office of Charter Schools as a part of our Performance Framework. Board Members reviewed policy and asked the process for parents or employees with grievances against the Managing Director. J. Smith explained that those grievances would be directed to the Board Chairman as stated in the policy. L. Malone suggested that ensure that all communication was in writing when official grievances arise. Board Members agreed.
3. **2019-20 ALA School Calendar:** J. Smith wanted clarification on the direction to go with the school calendar. Board Members agreed that the 2019-20 school calendar should follow a similar schedule to Lee County and Harnett County Schools where possible. J. Smith said that he would present the draft calendar to Board Members at the February meeting.
4. **Facility Development Update:** J. Smith shared with Board Members the renderings of the new construction building that were delivered by Schoolhouse Development. Board Members asked about specific features and our ability to modify the blueprint to fit our school's needs. Major areas of concern were the planned kitchen, and the lack of a locker room or flex room near the gymnasium. J. Smith will share the Board Members concerns with the Schoolhouse Development team.

Consent Agenda

- 1. Board Admissions and Enrollment Policy:** After a brief discussion of the policy in the items for discussion portion of the meeting, S. Gatlin made a motion to accept the Board Admissions and Enrollment Policy without any revisions, L. Malone seconded, Motion carried unanimously.

- 2. Parent and Employee Grievance Policy:** After a brief discussion of the policy, L. Malone made a motion to amend the policy to include “in writing” to the portion of the policy that outlines the Managing Director’s/Board Chairman’s decision being communicated to the party who had the grievance, E. Arrington seconded, Motion carried unanimously.

Adjournment

D. Draughon made a motion to adjourn, Seconded by S. Gatlin. Meeting adjourned at 7:02pm