

Corporation for Educational Partnerships

Board of Directors Meeting Minutes

November 18, 2014, 7:00 p.m. SWA Campus

- 1) **Call to Order:** 7:08pm by Robert Mullen, board president
- 2) **Roll Call; Establish a Quorum** - all board members present. Others present: Winnie Lameck, David Thomas, Carroll Reed, Erin Shumaker. Guest: Marlyn Bridgman
- 3) **Review / Approval of Agenda** - Kasey Davis requested to table discussion of Item 8 (Governance Framework Review and Discussion) and Item 10 (Formation of Committees Discussion). He would prefer to add the following items: framework for workshops for higher level items; determining what we need as a school; and determining how to fill non-interim director roles. Options were discussed.
 - a. **VOTE:** Mark Hough moved to strike Item 10; Mike Heavey seconded. The vote was 6 to 1; the motion carried. Item 10 struck from the agenda.
 - b. **VOTE:** Kasey Davis moved to discuss the implementation of workshops per the Open Meeting Law, topics of the workshops, and who would facilitate the workshops, and scheduling; Debby Warren seconded. The motion was approved (the vote was unanimous).
 - c. **VOTE:** Mark Hough moved to add executive session to discuss a personnel matter; Kasey Davis seconded. The motion was approved (the vote was unanimous).
 - d. **VOTE:** Brooks Stephenson moved to add a line item in executive session to discuss information regarding interim director situation; Mark Hough seconded. The motion was approved (the vote was unanimous).
 - e. **VOTE:** Mike Heavey moved to add items to Reports (Item 6) on FF&E and Safety; Mark Hough seconded. The motion was approved (the vote was unanimous).
 - f. **VOTE:** Brooks Stephenson moved to approve agenda as amended; Mike Heavey seconded. The motion was approved (the vote was unanimous).
- 4) **Approval of Minutes (Last month):** Kasey Davis moved to approve the October 21, 2014, board meeting minutes; Lori Stokes seconded. The motion was approved (the vote was unanimous).
- 5) **Public Forum (Sign up required prior to 7:00 p.m.):** None.
- 6) **Reports:**
 - a. **Director:** 312 student enrollment; has met with every staff member to discuss concerns and support issues; moving forward on Diversity Task Force

- b. **Sr. Advisor to the Board Reports:** transition and long-term procedural meetings are held weekly with Mr. Thomas and Ms. Lameck; monthly construction meeting was held today with all principal parties in construction project - everything is on schedule
- c. **Treasurer:** no additional comments
- d. **Teacher Representative:** teachers are focusing on student success and parent communications
- e. **PTO Update – Questions from the Board:** Mrs. King was absent; Brooks Stephenson mentioned a comment from a parent that the PTO put forward a separate Facebook page. The board held a brief discussion (see action item below).
- f. **Safety:** security cameras have been installed and training has taken place
- g. **FF&E:** decisions need to be made by February or March; manufacturers would like to present options to the school (December was proposed)

7) **Action Items:**

- a. **Audit Report: Board Approval to Release our Audit to the Public:** Mark Hough moved to approve releasing the audit report to the public; Mike Heavey seconded. The motion was approved (the vote was unanimous).
- b. **Lottery Procedures (2nd Review): Approval:** Brooks Stephenson moved to approve the current lottery procedures; Mike Heavey seconded. The motion was approved (the vote was unanimous).
- c. **GeoTech: Approve contract for independent inspections as required by USDA (Amount: \$27,662):** Separate contract for special inspections not covered under the Construction Manager’s contract. Amount may increase or decrease, but GeoTech must notify us of any change increasing. Difference will come out of owner contingency. Kasey Davis moved to conditionally approve the GeoTech contract for Robert Mullen to sign after receiving comments from Mark Hough and Brooks Stephenson; Lori Stokes seconded. The motion was approved (the vote was unanimous, Mark Hough abstained).
- d. **Social Media:** As a result of the discussion concerning the school’s Facebook page, Mark Hough moved that any organization affiliated with the school be limited to posting on the Southern Wake Academy Facebook page links and dates only; Mike Heavey seconded. The motion was approved (the vote was unanimous).

8) **Governance Framework Review and Discussion:** still under discussion at DPI; Mr. Thomas and Mr. Reed have met to review framework and will bring before the board once completed.

9) **Framework for Workshops (as proposed by Kasey Davis):** would like to discuss history of the school and board (one workshop - scheduled for Thursday, December 4, 7:00PM, on the future of the board and school); Mark Hough suggested contacting DPI to host a board workshop on Open Meeting law and validity/legality of workshop framework; Mark Hough moved to set up a meeting with DPI concerning the Open Meeting law, role of the board, committee formation, and

workshop framework. Kasey Davis seconded. The motion was approved (the vote was unanimous). Topics will be discussed and announced at a later time.

- 9) **Interim Director Contract Review and vote:** (moved to Executive Session)
- 10) **Executive Session:** to discuss personnel. Mark Hough moved to convene executive session; Kasey Davis seconded. The motion was approved (the vote was unanimous). Session convened at 8:21PM; ended 8:56PM.
- 11) **Action Items from Executive Session (voted on in Open Session):**
 - a. **VOTE:** Mark Hough moved to set board meeting dates at third Tuesdays of each month through June; Brooks Stephenson seconded. The motion was approved (the vote was unanimous). The board meetings date are set as follows: December 16, January 20, February 17, March 17, April 21, May 19, June 9.
 - b. **VOTE:** Mark Hough moved to approved the contract as modified in executive session, authorize Robert Mullen to present contract to Dave Thomas, subject to review by board by 2:00PM on November 19, 2014; Kasey Davis seconded. The motion was approved (the vote was unanimous).
- 12) **Adjournment:** Kasey Davis moved to adjourn; Mark Hough seconded. The motion was approved (the vote was unanimous). Meeting adjourned 9:02PM.

Robert Mullen, Board President

Date