

**Corporation for Educational Partnerships
Board of Directors Meeting Minutes
May 19, 2015, 7:00 pm - SWA Campus**

1. Call to Order; Roll Call; Establish a Quorum:

Call to Order: 7:02 pm by Debby Warren, presiding officer

Board members present: Mike Heavey, Lori Stokes, Kasey Davis, Marlyn Bridgman, Brooks Stephenson (Robert Mullen and Mark Hough were absent); quorum established. Ex-officio members present: David Thomas, Carroll Reed, Winnie Lameck, Erin Shumaker, Kristie King.

2. Review / Approve Agenda:

VOTE: Brooks Stephenson moved to approve the agenda as submitted. Mike Heavey seconded. The motion was unanimously approved.

3. Approve Prior Meeting Minutes:

VOTE: Brooks Stephenson moved to approve the minutes from the April 22 board minutes with two minor grammatical changes. Mike Heavey seconded. The motion was unanimously approved.

4. Public Forum (sign up required prior to 7:00 pm): No guests signed up to speak. Guests present: Deneen Marshall; Christy Stephenson.

5. Report Highlights:

1. Director (D. Thomas): The report was emailed. The SWA administration is looking through the "Performance Framework" paperwork sent to them by DPI to make any changes necessary. All changes will be made at once, and all data will be available on DPI's website. SWA met or exceeded all major performance standards.

Discussion followed concerning the performance data and school performance grading.

2. Senior Advisor (C. Reed): The report was emailed. August 10 is the anticipated date for the Certificate of Occupancy, with final inspections scheduled for August 7. The biggest hurdle is getting connected to three-phase power through Duke Energy Progress (anticipated connection date: June 12). The USDA state office is hosting a conference on USDA-funded projects; Mr. Reed and Ms. Lameck will be making a presentation at the conference concerning the our USDA-funded projects.

3. Teacher Representative (W. Lameck): The report was emailed. Summer enrichment program is looking to grow next year. Progress reports were sent to parents. Ms. Lameck is in the process of scheduling transition meetings with rising ninth and twelfth graders to ensure a smooth transition. The athletic and academic awards ceremony was on Friday night; the event had a great turnout. The next big events are the eighth grade promotion and the high school graduation. Teacher of the Month is Jeremy Thomas, middle school social studies teacher and co-athletic director. Ms. Lameck updated the board on graduating seniors.

4. PTO President (K. King): The report was emailed. The PTO is looking to purchase iPads for teachers next year with the funds raised through the Buy-A-Brick program.

6. Presiding Officer's Report (D. Warren): The Diversity Task Force has met several times and is focusing on two specific areas: increasing the understanding and appreciation of other students by our students, parents, and teachers; and diversifying our student body population. The task force would like to get the board involved in both of these areas for direction and support.

Ms. Warren asked that the board begin to think about communication policies between the board and administration, particularly in situations in which news, police, fire, or health personnel are called to campus. Mr. Thomas commented that the consultant from DPI provided some guidance on how to proceed with the communication policy. Mr. Davis mentioned that the proper legal framework for board policies must be researched prior to discussing the policies. The board agreed to schedule work sessions during the

months of June, July, and August to comply with the annual review of all policies needed, including a policy on communication between the administration and the board.

7. **Committee Reports:**

1. Finance Committee (K. Davis): The Finance Committee meeting did not take place due to scheduling conflicts.
2. Safety and FF&E Update (M. Heavey): The school will soon place the first major order for furniture with the selected vendor (Virco). Mr. Heavey is reviewing proposals for several security companies.
3. BDM Position (D. Warren): Ms. Warren refreshed the board on what the board approved during the April meeting concerning the BDM position (see the approved April minutes, Items 6.c.i-6.c.iii).

VOTE: Lori Stokes moved to approve Mike Heavey for the Business Development Manager position, upon recommendation and approval by the Finance Committee. Marlyn Bridgman seconded.

Mr. Stephenson initiated discussion, asking that the board post the position as available (rather than approve Mr. Heavey this evening) to avoid any suspicion of nepotism. Ms. Warren reminded the board of the specific wording of the motion approved at the previous meeting (“that the board consider and review internal candidates, and that if no candidate is found, that the board will post the position externally.”)

The motion passed with three yeas and one nay; Mike Heavey abstained.

Mr. Heavey will submit a resignation letter as of July 1 and would no longer be a voting member on the board. The board considered advertising the position externally, but believed that this position requires a unique set of skills and that Mr. Heavey satisfactorily fulfills all of the requirements.

8. **Information Items:**

1. Office of Charter Schools’ Performance Framework - new documentation requirement (D. Thomas): This item was discussed in the Director’s report above.
2. Construction Update (C. Reed): This item was discussed in the Senior Advisor’s report above.

9. **Action Items:**

1. Personnel - BDM Position: This item had action taken above in Item 7.3.
2. Auditor Contract (2014-2015 Audit Period): The contract is for Elizabeth Keel to audit the finances for the 2014-2015 fiscal year.

VOTE: Kasey Davis moved to approve the auditor’s contract as presented. Lori Stokes seconded.

The motion was unanimously approved.

10. **Next Meetings:**

Board: June 23

Workshops: TBA

11. **Board Membership Application:** Ms. King submitted an application for board membership for the board’s review.

12. **Adjournment:**

VOTE: Kasey Davis moved to adjourn. Lori Stokes seconded. The motion was unanimously approved.

Adjournment at 8:24 pm.

Robert Mullen, President

Date