

**Corporation for Educational Partnerships
Board of Directors Meeting Minutes
March 10th, 2015, 7:00pm, SWA Campus**

- I. Call to Order; Roll Call; Establish a Quorum:** 7:11pm by Robert Warren. All board members present; quorum was met.
- II. Review/Approve Agenda:** Brooks Stephenson moved to approve agenda as reviewed. Mike Heavey seconded. The motion was approved (the vote was unanimous).
- III. Approve Prior Meeting Minutes:** The minutes from the January 20, 2015, meeting were reviewed at board meeting. Debbie Warren moved to approve the January 20 minutes as reviewed. Kasey Davis seconded. The motion was approved (the vote was unanimous).
- IV. Public Forum (Sign up required prior to 7:00pm):** No sign ups.
- V. Reports:**
- A. Director: All staff, and approximately 98% of current students, indicated returning next school year. 253 applications (159 middle school, 94 high school). Makeup days have been set; Spring Break is still in tact. Mr. Reed and Mr. Thomas created an evaluation mechanism for administrative performance. Mr. Thomas briefly addressed the State Report Card.
 - B. Senior Advisor: Construction has been delayed due to weather, with the floor joists and gymnasium construction postponed until at least next week. Current turnkey date is 18 August. Mr. John Adcock, attorney to CEP, advised Mr. Reed of a letter from Mr. Pacos, and Mr. Adcock will work with Mr. Reed on addressing the letter.
 - C. Treasurer/Finance Committee: Mr. Davis received the February budget today, and will review it and touch base with the board at a later date. A brief discussion was held concerning further clarification of cash flow.
 - D. Teacher Representative: No questions or comments.
 - E. PTO President: Career Day is coming up April 16. The “Buy a Brick” deadline has been extended to March 20 to accommodate the days missed due to inclement weather.
- VI. Committee Reports:**
- A. Safety Committee, FF&E Update (Mike Heavey): The committee selected a vendor for FF&E. The contract is on a US Communities contract, offering as good or better pricing than otherwise offered. A dedicated project manager will be assigned to our project. The committee is also considering communications (VoIP, internet, intercom, etc.) and security infrastructure.
 - B. BDM Job Description and Role (Debbie Warren): Mr. Heavey and Ms. Warren have begun refining the job description and are seeking board feedback on the description to move forward with discussion concerning next steps. Mr. Warren asked the following questions as next steps: Do we need the role? When do we need the role? If we need the role and know when, who is best to fill the role? Mr. Hough recommended that board members prepare to answer these questions at the April board meeting.

VII. Information Item:

- A. Presentation: Planning for the Future - Southern Wake Academy (Dave Thomas/Carroll Reed):
Mr. Thomas and Mr. Reed reviewed the future growth planned for student counts, reflecting the implications on staffing, student activities, curriculum, and budgeting. Mr. Reed also discussed the possibility of building an additional middle school building on the 9 acres recently purchased by CEP.

VIII. Action Items:

- A. Finance Committee: Approve contracts for the following:
1. *School Psychologist (Dr. Brian Mackey):* This contract is extending the current contract until the end of the fiscal year (June 30, 2015). Mark Hough moved to approve the contract as extended through June 30, 2015. Lori Stokes seconded. The motion was approved (the vote was unanimous).
 2. *Financial Assistance (Ms. Sherri Powell):* This contract would streamline Ms. Powell's current contract for the next school year, moving her to a 1-day-per-week schedule. The annual cost would be \$12000, with additional costs for mileage and overtime should she need to come to the school. The president tabled the item until a contract is brought to the board.

VOTE: 9:00pm - Brooks Stephenson moved to extend the board meeting until 9:30. Kasey Davis seconded. The motion was approved (the vote was unanimous).

3. *PowerSchool Support (AcadiaNorthstar):* This contract would provide professional development and training for PowerSchool operations and functions. The contract is worth \$3000 for complete support. Mark Hough moved to approve the contract. Lori Stokes seconded. The motion was approved (the vote was unanimous).
- B. 2015-2016 Academic Calendar: (see handout) Brooks Stephenson moved to approve the academic calendar for 2015-2016. Mike Heavey seconded. The motion was approved (the vote was unanimous).
- C. Finance Committee: Recommendation for board action - Purchase property adjacent to the school:
Based upon the recommendation of the finance committee chair, the item was removed from the agenda. Kasey Davis moved to rescind Item 8C. Brooks Stephenson seconded. The motion was approved (the vote was unanimous).

IX. Discussion Item: Committee Structure/Workshop Schedule (Debbie Warren): Further board feedback and discussion is necessary to move forward. A separate workshop date was recommended for discussion. Dates will be proposed by Ms. Warren and Mr. Davis, on the stipulation that the meeting occur before the end of the month. The administration was encouraged to attend.

X. Executive Session: Contract status for administration

- A. Entered: Mark Hough moved to enter executive session. Brooks Stephenson seconded. The motion was approved (the vote was unanimous). Entered: 9:13pm.
- B. Adjourned: 9:49pm. Mark Hough moved to adjourn the executive session. Kasey Davis seconded. The vote was unanimous.
- C. **VOTE:** extended to 9:55pm. Mark Hough moved. Kasey Davis seconded. The vote was unanimous.

D. **VOTE:** Mark Hough moved to extend David Thomas' contract to July 31, 2016, remove the Interim title, and increase pay \$5000. Kasey Davis seconded. The motion was approved (the vote was unanimous).

XI. Next Meeting: Board - 21 April, 19 May, 9 June. Future workshop dates are TBD.

XII. Adjournment: Kasey Davis moved to adjourn the meeting. Mark Hough seconded. Adjourned: 9:51pm.

Approved:

Robert Mullen, Board President

Date