

THE METROLINA REGIONAL SCHOLARS' ACADEMY, INC.

Open and Closed Session

Meeting of the Board of Directors

Conference Room, Metrolina Regional Scholars' Academy

Monday, January 5, 2015, 2015, 6:30 p.m.

Voting Members Present

David Saye, Chair

Renee Alsop

Karen Cleary

Noelle Sproul

Krista Newkirk

Rob Watson

Michael Matthews

Jen McClave

Lee Keel

Eileen Woodward

Makila Scruggs

Call to Order and Announcements. The meeting was called to order at 6:35 p.m.

Adoption of the Agenda.

Action: A motion to approve the agenda was made by Ms. Newkirk, seconded by Ms. Scruggs and approved by the Board.

Approval of the Meeting Minutes of November 24 , 2014.

Action: A motion to approve the minutes of the November 24,2014 meeting, subject to discussed changes, was made by Ms. Sproul, seconded by Mr. Keel, and approved by the board.

Director's Report.

Mr. Yodice presented the Director's report to the Board.

Total enrollment/withdrawals:

There were two withdrawals since the November meeting (5th grader and Kindergartener). Mr. Yodice will discuss details in closed session.

Admissions:

Tuesday tours start Jan 6. This year students will be giving tours telling about the program (this is a change that the Jimmie Johnson Foundation suggested). The group test next week will have more participants (104) than in past years. This may indicate more low-income applicants, but it is not possible to confirm this.

So far there are 124 new applicants (59 K, 13 for 6th), and 12 reapplications.

Survey on length of day:

Mr. Yodice will move forward on surveying parents to understand opinions about the longer school day. The survey will make clear that any shortened day will mean more days in the school year, due to state laws about instructional time. This year the calendar has 180 days, and includes enough hours to be able to absorb 3 emergency days. If the days are shortened, we would need to have 188 days (185 + 3 emergency). Mr. Yodice will present the sample survey in the next meeting.

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Charter renewal status

Still on course and we were recommended for 10 year renewal.

Other issues:

We have received bids on building out science lab, all which indicate the price will be approximately \$4-5,000. These funds would come from the Selembo gift. Extends science lab to make more usable. Board discussed giving blanket approval for project as long as within guidelines and meet goals for final project, to be voted on in the next meeting.

We have an Exceptional Child monitoring meeting coming up January 15/16. The State will send representatives to go over strengths and weaknesses of our program, and will randomly select records from 20% of our students with Individual Education Plans (IEP's). Mr. Yodice will update the board after the meeting.

Development Update

Ms. Ellis updated the board on the development efforts:

- Hayworth Grant – received \$7500.
- She secured \$10,000 in science fair sponsorships: Piedmont Natural Gas has returned as a sponsor, and will also visit the school. Reedy is the naming sponsor, and Empowered Benefits is also a sponsor.
- Other grant proposals are in the pipeline, to be used for chrome books.
- She is considering using Kindergarten as a test case with Donors Choose, to see how successful we'd be reaching out to outside community, Power to Give (ASC)
- Ms. Ellis, Mr. Yodice, and Ms. McClave will be meeting with Belk Foundation next week.
- She is meeting with Foundation for the Carolinas soon.
- The culinary fundraiser is being pushed off until next year. She is working on a new event: "Snow Day" end of March
- Donor appreciation night for current and past donors will be at the school on February 7, 5pm – 6:30pm.

Financial Committee Update

No Financial Reports or Budget Amendments this meeting. Will discuss at next meeting.

Funding is a little higher from state, but closing costs will offset some of that.

Refinancing:

We finalized the refinancing on December 15, 2014. We have another 5 years on our main loan. We will look to swap it to manage income rate risk. To do this, we are legally required to have an advisor, and Mr. Keel secured a quote of \$6000 (which is under market rate) from Vic Adams. Mr. Adams will come speak to us at next meeting to discuss process and help us understand the benefit of such a swap.

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Action: Mr. Keel moved to hire Vic Adams for \$6000 to act as swap advisor, Ms. Scruggs seconded. The Board approved the motion.

Finance Committee Meeting

Discussed managing risks and prioritization if we get extra money. There is still the possibility of acquiring Green space and leasing 5301, but we are very early in the process.

Policy Committee Updates

Update from Dec meeting:

The Policy Committee drafted a Media Policy (Attachment 1) to address concerns regarding the use of media in the classroom. The committee would like a comprehensive policy, but must also have a robust also a robust review from all stakeholders. For now, will have short-term policy.

The board discussed whether this should be a policy, or a guideline (which would avoid the board being involved in a decision that should be administrative). The board agreed that the goal of any policy is to be a broad vision that the administration can use to set procedure. The Committee will rework so that can be included in handbook.

Tuition reimbursement policy

At the request of some teachers who are currently pursuing their AIG certification, the board discussed options for changing the reimbursement policy so that their tuition can be reimbursed up-front, rather than after the grades have been reported. At issue is how to ensure that the school only reimburses for grades of an A or B. Two options were discussed:

- 1) we reimburse upfront but have clawback period if leave voluntarily. Clawbacks are difficult to enforce, and we'd need to look into whether teachers are considered state employees, and how to get state employees to pay back.
- 2) we agree to pay upfront, but if someone gets a C then they are no longer eligible for future upfront payment.

The Committee will prioritize new policy, and present a draft that the next meeting.

Vision Committee Update

Climate Survey update:

The Vision Committee met early December. Decided to pursue Alliance for the Study of School Climate.

Gifted Conference:

The inaugural conference will be on April 25. Save the Dates have been sent out to charter schools, as well as TD representatives from CMS, Union County, and Cabarrus County.

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Committee on the Board Report.

Renee Alsop presented on the work of the Committee (Attachment 2).

- The Committee is working on updating new Board Member manuals. These should be ready by February
- The Committee is working on the mid-year director evaluation
- The next meeting will be on Jan 13 at 8:30am.
- Next item is looking at strategic goals for the school before March meeting

PTO Update

None

Community Comments

None

Motion to Convene in Closed Session. A motion to convene in closed session pursuant to the following statutes was made by Krista, seconded by Ms. Sproul, and approved by the Board:

- a. Pursuant to N.C.G.S. §143-318.11(a)(1), to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes, such privilege or confidentiality arising under the Family Educational Rights and Privacy Act (20 U.S.C. §1232g) or N.C.G.S. Ch. 126, Art. 7, and
- b. to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee pursuant to N.C.G.S. §143-318.11 (a)(6).

CLOSED SESSION

The closed session minutes are filed in the office of the Executive Director of the Metrolina Regional Scholars' Academy, Inc.

OPEN SESSION

New Business. No new business

Motion to Adjourn. Ms. McClave moved to adjourn. Mr. Watson seconded the motion and the Board approved.

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Attachment 1

USE OF MEDIA TECHNOLOGY IN THE CLASSROOM

The purpose of this policy is to establish a clear statement regarding the use of videos, movies, and television in the classroom at Metrolina Regional Scholars Academy ("Scholars Academy").

Scholars Academy believes that media technology such as videos, movies, television and "YouTube" clips can have significant educational value and can enhance instructional delivery and learning, but limits must be set to maintain appropriate usage. The use of media technology must take into account the appropriateness of the content, the connection of the content to the curriculum and lesson, the length of the video media, the appropriate use of instructional time, and when parental notification is required. The following are general guidelines:

1. Videos, movies, television programs and "YouTube" clips shown in the classroom setting at Scholars Academy will be age appropriate, using the Motion Picture Association of America ("MPAA") ratings or the TV Parental Guidelines, if applicable.
2. The staff member presenting the video, movie or television program must preview it prior to its presentation to students. If the staff member has any concerns about the content of the video, movie or television program, it is recommended he/she not show it or seek specific advice from the Executive Director or other colleagues about appropriateness.
3. Instructional time is precious and limited. Thus, showing videos, movies, or television programs for entertainment purposes, as a class reward, or for general "down time" for students not directly connected to a lesson plan is discouraged. The exception would be school-wide or grade-level activities or seasonal celebrations, in which case the content should be tied to the activity or celebration.
4. The staff is encouraged to avoid showing video, movie, or television programs that would be unacceptable by Scholars Academy standards. Examples of unacceptable material would include the following: R-rated, TV MA, sexually explicit, containing swearing or vulgar language or actions, dealing with illegal use of drugs and alcohol or dealing with controversial topics.

Date Policy Adopted: _____

Date Policy Effective: _____

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Attachment 2

Scholars Academy – Committee on the Board

Monthly report: January 5, 2015

Committee members: Renee Alsop, Karen Cleary, David Saye, Noelle Sproul

1. Update on COB action items for 2014-2015 year.

| ACTION | TARGET DATE |
|---|---|
| 1. Compile Executive Director work goals for 2014/2015 | ASAP Completed 9/22/14 |
| 2. Select Executive Director evaluation tool for 2014/2015 | ASAP Completed 10/1/14 |
| 3. Complete Individual Director self-assessments (overview, brief) | BEFORE OCTOBER MEETING Completed 10/20/14 |
| 4. Complete a Board (group) self-assessment (overview, brief) | BEFORE OCTOBER MEETING Completed 10/20/14 |
| 5. Set specific short-term Board goals for 2014/2015 based on Board (group) self-assessment | BEFORE NOVEMBER MEETING Completed 10/27/14 |
| 6. Compile Executive Director preliminary evaluation | BEFORE DECEMBER MEETING Completed data gathering 12/15 Summarizing to happen 1/15 |
| 7. Create BOD job description and expectations document | BEFORE DECEMBER MEETING Completed 11/24/14 |
| 8. Create a Board Member agreement document | BEFORE JANUARY MEETING Completed 11/24/14 |

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| 9. Set long-term strategic goals for the school | BEFORE MARCH MEETING |
| 10. Compile Executive Director final evaluation | BEFORE APRIL MEETING |
| 11. Solicit new member applications | APRIL - MAY |
| 12. Complete a Board (individual and group) assessment (in-depth) | BEFORE MAY MEETING |
| 13. Conduct potential new member interviews | BEFORE JUNE MEETING |
| 14. Plan an annual Board retreat to be held in August before the start of school for the purpose of strategic planning, goal setting, and training | JUNE-JULY |

These items will allow for more productive meetings, greater ease with new member transitions, objective evaluative processes and strategic planning.

2. **Board Member Expectations/Agreement Document** – Mr. Watson and Ms. Scruggs to sign.
3. **New member manuals** – Are currently being updated to include more useful information by Ms. Alsop and will be provided to new members at the February meeting.
4. **Mid-Year Director Evaluation** – Data has been gathered from members and will be presented by the committee to the Board in closed session.
5. **Next committee meeting:** Tuesday, January 13 at 8:30 am at school. Closed session meeting.