



# Shining Rock Classical Academy

## Monthly Board Meeting

Published on August 25, 2025 at 8:45 AM EDT  
Amended on August 25, 2025 at 6:10 PM EDT

### Date and Time

Wednesday August 27, 2025 at 6:30 PM EDT

### Location

SRCA  
**2150 Russ Avenue, Waynesville, NC 28786.**

SRCA regular board meetings occur the 4th Wednesday of the month.  
In person and remote.

### Join Zoom Meeting

<https://us02web.zoom.us/j/83602558461?pwd=tjdBEUunKUXAaF1Vup0skuPrO28m0O.1>

**Meeting ID:** 836 0255 8461

**Passcode:** 799970

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:30 PM</b>
<b>A.</b> Record Attendance			1 m
<b>B.</b> Call the Meeting to Order		Alyson Weimar	

	Purpose	Presenter	Time
<b>C.</b>	SRCA Mission Statement	Alyson Weimar	2 m
	Shining Rock Classical Academy cultivates critical thinking skills and fosters a lifelong love of learning through rigorous academics, experiential education, and our core values of Integrity, Respect, Compassion, Responsibility, Wisdom, and Leadership.		
<b>D.</b>	Announcements	Alyson Weimar	1 m
	Next Board Meeting - September 24 @ 6:30 pm at Russ Ave campus		
<b>E.</b>	Approve Minutes - Regular session	Approve Minutes Alyson Weimar	1 m
	Approve minutes for Monthly Board Meeting on July 23, 2025		
<b>F.</b>	Approve minutes - Closed session 7/23	Approve Minutes Alyson Weimar	1 m
	Closed session Pursuant to NCGS 143-318.11 (6): (6) <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</b>		

## **II. Public Comment and Records 6:36 PM**

<b>A.</b>	Public Comment	Alyson Weimar	10 m
	Public comment per board policy 2500:		
	<ul style="list-style-type: none"> <li>• Each person may speak for 3 minutes on either non-agenda or agenda items.</li> <li>• Each speaker must sign up in advance by completing the sign-up sheet prior to the start of the meeting</li> <li>• Speakers must conduct themselves professionally</li> <li>• Speakers may not specifically speak about any individual student, teacher, staff member, or board member, and they may not engage in any personal attacks.</li> <li>• Generally, the Board does not respond to any public comments.</li> </ul>		
<b>B.</b>	Public Records Monthly Update	FYI Alyson Weimar	2 m
	List of current public record requests, requester, fulfillment status		
	<a href="https://app2.boardontrack.com/public/GACaz5/documents?categoryId=52657">https://app2.boardontrack.com/public/GACaz5/documents?categoryId=52657</a>		

	Purpose	Presenter	Time
<b>C.</b> Board Comment Request	FYI	Alyson Weimar	3 m
<b>III. Head of School Report</b>			<b>6:51 PM</b>
<b>A.</b> August School Report	FYI	Joshua Morgan	10 m
<b>IV. Policy Committee</b>			<b>7:01 PM</b>
<b>A.</b> Grievance Policy and Form revision	Vote	Larry Davis	2 m
<b>B.</b> Student name change revision <a href="#">1439-F Student Name Change Form.pdf</a>	Vote	Larry Davis	1 m
<b>C.</b> Drug Free Work Place - 1st read only  <a href="#">6600 Drug Free Workplace.pdf</a>	FYI	Larry Davis	1 m
<b>D.</b> Media Policy     Temporarily   Approve   a   policy   at   First   Read (policy 2240) <a href="#">7500 Media Policy.pdf</a>	Vote	Larry Davis	2 m
<b>E.</b> Attendance promotion and attendance policy - revision  <a href="#">4415 Attendance Promotion Standards (Red Line)2025.pdf</a> <a href="#">4415 Attendance Promotion Standards 2025.pdf</a> <a href="#">4410 Attendance Policy 2025.pdf</a> <a href="#">4410 Attendance Policy (Red Line) 2025.pdf</a>	Vote	Joshua Morgan	2 m
<b>F.</b> Wellness policy  <a href="#">5800 Wellness Policy v2.pdf</a> Second Read (see revisions)	Vote	Joshua Morgan	3 m
<b>G.</b> Employee Handbook Addendum  Employee Handbook Statement	FYI	Joshua Morgan	3 m

	Purpose	Presenter	Time
<b>V. Finance Committee</b>			<b>7:15 PM</b>
<b>A. Finance Report</b>	Discuss	Rob Gevjan	10 m
<b>VI. Academic Committee</b>			<b>7:25 PM</b>
<b>A. Updates</b>	FYI	Alyson Weimar	2 m
	<ul style="list-style-type: none"> <li>• NC Center for Safer Schools Required Student Safety Videos</li> <li>• Implementing policies to align with our current practices (relating to Safer Schools)</li> <li>• HS - students cannot fail a course for attendance, only academics</li> </ul>		
<b>VII. School Culture / NEST Committee</b>			<b>7:27 PM</b>
<b>A. Updates</b>	FYI	Josh Sims	5 m
<b>VIII. Transportation &amp; Facilities Committee</b>			<b>7:32 PM</b>
<b>A. Updates</b>	FYI	Benjamin Weimar	5 m
<b>IX. Approval of Job Descriptions</b>			<b>7:37 PM</b>
<b>A. Director Job Description</b>	Vote	Joshua Morgan	5 m
<b>X. Other Business</b>			<b>7:42 PM</b>
<b>A. Board Positions</b>	FYI	Alyson Weimar	2 m
Abbie Wilkins			
<b>B. Open Discussion- Other Business (Board Members)</b>		Alyson Weimar	5 m
<b>XI. Closed session</b>			<b>7:49 PM</b>
Closed Session Pursuant to NCGS 143-318.11 (6): (6) <b>To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or</b>			

	Purpose	Presenter	Time
<b>conditions of initial employment of an individual public officer or employee or prospective public officer or employee</b>			

<b>A.</b>	Enter Closed Session	Vote	Alyson Weimar	10 m
<b>B.</b>	Return to Open Session	Vote	Alyson Weimar	1 m
<b>C.</b>	Closed Session Summary	Vote	Alyson Weimar	1 m
	Personnel report - current hirings, role changes, and resignations, as well as current job openings.			
	Closed Session Vote.			

<b>XII.</b>	<b>Closing Items</b>			<b>8:01 PM</b>
<b>A.</b>	Adjourn Meeting	Vote	Alyson Weimar	1 m

# Coversheet

## Approve Minutes - Regular session

<b>Section:</b>	I. Opening Items
<b>Item:</b>	E. Approve Minutes - Regular session
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for Monthly Board Meeting on July 23, 2025

DRAFT



# Shining Rock Classical Academy

## Minutes

### Monthly Board Meeting

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#### Date and Time

Wednesday July 23, 2025 at 6:30 PM

#### Location

SRCA

**2150 Russ Avenue, Waynesville, NC 28786.**

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SRCA regular board meetings occur the 4th Wednesday of the month.

In person and remote.

#### Join Zoom Meeting

<https://us02web.zoom.us/j/83602558461?pwd=tjdBEUunKUXAaF1Vup0skuPrO28m0O.1>

**Meeting ID:** 836 0255 8461

**Passcode:** 799970

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#### Directors Present

A. Adeleke (remote), A. Weimar, A. Wilkins, B. Buckelew (remote), J. Sims, L. Davis (remote), R. Gevjan (remote), S. Messer (remote)

#### Directors Absent

B. Mullinix

#### Ex Officio Members Present

J. Morgan

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## Non Voting Members Present

J. Morgan

## Guests Present

Alex Anderson, B. Weimar, Barby Bowser, C. White, S. Jenkins, T. Inman, T. Sessoms

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

A. Weimar called a meeting of the board of directors of Shining Rock Classical Academy to order on Wednesday Jul 23, 2025 at 6:32 PM.

### C. SRCA Mission Statement

### D. Announcements

### E. Approve Minutes - Regular session

L. Davis made a motion to approve the minutes from SRCA Regular Board Meeting on 06-25-25.

R. Gevjan seconded the motion.

The board **VOTED** unanimously to approve the motion.

### F. Approve minutes - Special Session 7/10

R. Gevjan made a motion to approve the minutes from Special Called Meeting on 07-10-25.

A. Wilkins seconded the motion.

The board **VOTED** unanimously to approve the motion.

### G. Approve Minutes - Special session 7/16

A. Wilkins made a motion to approve the minutes from Special Session on 07-16-25.

J. Sims seconded the motion.

The board **VOTED** unanimously to approve the motion.

### H. Approve minutes - Closed session

L. Davis made a motion to approve the minutes from July 10 Closed Session on 07-10-25.

R. Gevjan seconded the motion.

The board **VOTED** unanimously to approve the motion.



## II. Head of School Report

### A. Behavior Tiers Update and Vote

See documents for Behavior Tiers K-5, MS, and HS attached in agenda. Up for vote tonight. [Behavior Tiers K-5 2025.pdf](#)  
[Behavior Tiers MS +HS 2025.pdf](#)

J. Sims made a motion to approve Behavior Tiers for K-5.

L. Davis seconded the motion.

The board **VOTED** unanimously to approve the motion.

S. Messer made a motion to approve Behavior Tiers MS and HS.

A. Wilkins seconded the motion.

The board **VOTED** unanimously to approve the motion.

### B. Code of Conduct 2025 Handbook

Up for first read/review and will vote on this next month.

### C. Staff handbook

Up for first read/review and will be voted on next month.

### D. Athletic Handbook 25-26

Up for read/review and will be voted on next month. Josh Sims discusses possibly adding disciplinary actions for athletics.

### E. Public Records Monthly Update

All public records requests will now be listed in the agenda and minutes, following approval of minutes from the previous month. The records will show the requests placed, from whom, and how often.

## III. Policy Committee

### A. Policies Presented for 1st Read

See attached documents from agenda:

All policies up for first read

Discussion by Larry Davis - 2200 Conflict of Interest, 2200-F Conflict of Interest (to be signed by every SRCA board member going forward), 2300 Nepotism (includes immediate family, stepfamily members, and in-law relationships), 6600 Employee Drug and Alcohol. Questions to consider: What if employee declines drug screening? What if employee declines a search? What are the potential disciplinary actions? Should parent coaches and/or volunteer coaches be required to do drug screening? Some of these

employees may also be bus drivers or work in other positions within the school therefore already would have been subjected to drug screening. Also add that we would require the screening to be done with the testing facility that SRCA decides upon.

#### **IV. Finance Committee**

##### **A. Finance Report**

No finance committee meeting for July

#### **V. Academic Committee**

##### **A. updates**

No academic committee meeting for July.

#### **VI. School Culture / NEST Committee**

##### **A. Updates**

Next uniform sale: 9a-12p this coming Saturday 7/26/2025

#### **VII. Transportation & Facilities Committee**

##### **A. Updates**

Ben Weimar discusses progress with gym painting going on now, new gym installs to take place over fall break, the current construction with concrete and awning to the side of the building where carline takes place.

##### **B. Lunch Program Update and Approvals**

See attached Catering Contract. In anticipation of federal free and reduced lunch program approval, some changes have been made in regard to addition of required fruits and vegetables, milk offered with every meal, hot and cold meal lines, logistics of waste management due to federal requirements. Not required to offer substitutions for students with specific allergies.

See attached 2025-26 federal agreement requirement

SRCA Procurement Plan and 5800 Student Wellness policy will be up for first read as a required policy and procurement plan in order to receive free and reduced meals. A counsel/committee is recommended to keep track of requirements. Lead wellness official needed as policy currently states. Board to review and vote remotely in approx. 2 weeks, prior to next month's board meeting, in order to submit requirements as soon as possible.

L. Davis made a motion to approve the current catering contract.

R. Gevjan seconded the motion.

The board **VOTED** unanimously to approve the motion.

## VIII. Renewal of Contracts/Retainers

### A. Katy Ridnouer

Open discussion regarding services that are being provided and whether these services are being fulfilled through other venues. Proposal to eliminate this service provider from SRCA.

A. Weimar made a motion to Not approve renewal of our partnership with KLR Partners for the 2025-26 school year.

L. Davis seconded the motion.

The board **VOTED** unanimously to approve the motion.

### B. Legal council

Discussion on whether to renew our contract with David Hostetler or whether to hire new legal counsel. Discussion and recommendation to hire Stella Law who represents many local charter schools in our surrounding areas.

L. Davis made a motion to not renew retainer with attorney, D. Hostetler for the 2025-26 school year.

S. Messer seconded the motion.

The board **VOTED** unanimously to approve the motion.

S. Messer made a motion to engage in a legal partnership with Stella Law starting tomorrow 7/24/2025.

J. Sims seconded the motion.

The board **VOTED** unanimously to approve the motion.

## IX. Closed session

### A. Personnel report

A. Wilkins made a motion to go into closed session.

J. Sims seconded the motion.

Time approx. 8:15 pm

The board **VOTED** unanimously to approve the motion.

A. Wilkins made a motion to go out of closed session back into open session.

J. Sims seconded the motion.

8:24pm

The board **VOTED** unanimously to approve the motion.

## X. Closed session summary and votes

### A. Summary

Personnel report - current hirings, role changes, and resignations as well as current job openings.

A. Wilkins made a motion to approve the personnel report.

J. Sims seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **XI. Other Business**

### **A. Board positions**

Need to replace A. Wilkins as Board Secretary as she will be rolling off of her 3 year tenure on the board. Proposal of J. Sims to take position as secretary starting 8/1/2025.

L. Davis made a motion to approve Josh Sims as SRCA Board Secretary.

R. Gevjan seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **B. Lawsuit Appeal**

L. Davis made a motion to not appeal the Fitzgibbons/SRCA civil suit.

S. Messer seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **C. Board Positions**

L. Davis made a motion to renew A. Weimar as SRCA Board Chair for 2025-26.

S. Messer seconded the motion.

Full disclosure of Alyson Weimar's husband, Benjamin Weimar, being SRCA facilities manager/SRCA employee. Alyson will refrain from voting on issues pertaining to her spouse.

The board **VOTED** unanimously to approve the motion.

## **XII. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,

A. Weimar

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## **Documents used during the meeting**

- Behavior Tiers K-5 2025.pdf
- Behavior Tiers MS +HS 2025.pdf

- Student Code of Conduct (K-12) 2025.pdf
- Staff Handbook 2025-2026.pdf
- SRCA Athletic Handbook 25-26.pdf
- Public records request -Vaillancourt #1.pdf
- Public records request -Vaillancourt August 2019 Thread.pdf
- Vaillancourt August 2019 Complete.pdf
- Shining Rock Academy Retainer Letter-R (5.7.18) - Signed.pdf
- Lex-is Services Payments 2018-2025.pdf
- Public records request -Vaillancourt #2.pdf
- Vaillancourt Request #2 Complete.pdf
- Public records request -Vaillancourt #3.pdf
- Vaillancourt Request #3 Complete.pdf
- Public records request -Vaillancourt #4.pdf
- Vaillancourt Request #4 Complete.pdf
- Public records request -Fitzgibbon #1.pdf
- Public records request -Fitzgibbon #2.pdf
- Public records request -Fitzgibbon #3.pdf
- Fitzgibbon Request 7.9.2025 Complete.pdf
- Fitzgibbon Request 7.9.2025 Complete (Email).pdf
- 2200 Conflict of Interest.pdf
- 2200-F Conflict of Interest Form.pdf
- 2300 Nepotism.pdf
- 6600 Employee Drug and Alcohol.pdf
- Transportation and Facilities Board Report - July 25.pdf
- Catering contract.pdf
- 2025-26\_agreement\_charter\_Shining Rock Classical Academy.pdf
- Shining Rock Procurement Plan Final Draft 6\_30\_35.pdf
- 5800 Student Wellness DRAFT.pdf
- Shining Rock Classical Academy - Retainer Partnership 2025-2026.docx (1).pdf
- Shining Rock Academy Retainer Letter-R (5.7.18) - Signed (1).pdf
- SR.CS.Engagement Ltr.2025.pdf

# Coversheet

## Approve minutes - Closed session 7/23

**Section:** I. Opening Items  
**Item:** F. Approve minutes - Closed session 7/23  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:**  
Minutes for Closed Session - As part of 7/23 board meeting on July 23, 2025

DRAFT



# Shining Rock Classical Academy

## Minutes

Closed Session - As part of 7/23 board meeting

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### Date and Time

Wednesday July 23, 2025 at 7:00 PM

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### Directors Present

A. Adeleke (remote), A. Weimar, A. Wilkins, B. Buckelew (remote), J. Sims, L. Davis (remote), R. Gevjan (remote), S. Messer (remote)

### Directors Absent

B. Mullinix

### Guests Present

J. Morgan

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

A. Wilkins called a meeting of Shining Rock Classical Academy to order on Wednesday Jul 23, 2025 at 8:15 PM.

### C. Approve Minutes

## II. Personnel Report

#### **A. Personnel Report**

Personnel report - current hirings, role changes, and resignations as well as current job openings.

### **III. Closing Items**

#### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:24 PM.

Respectfully Submitted,  
A. Wilkins



# Coversheet

## Public Comment

<b>Section:</b>	II. Public Comment and Records
<b>Item:</b>	A. Public Comment
<b>Purpose:</b>	
<b>Submitted by:</b>	
<b>Related Material:</b>	2500_Public_Comment_Policy.pdf

**PUBLIC COMMENT POLICY***Policy Number:* **2500****Purpose**

The purpose of the public comment policy is to define the process by which the public may make comments or provide feedback at a board meeting.

This policy has been written in accordance with North Carolina General Statute § 143-318.17, which states that there can be legal consequences for individuals who do not adhere to public meeting protocol. *“A person who willfully interrupts, disturbs, or disrupts an official meeting and who, upon being directed to leave the meeting by the presiding officer, willfully refuses to leave the meeting is guilty of a Class 2 misdemeanor.”* (1979, c.655, s.1; 1993, c.539, s.1028; 1994, Ex. Sess., c.24, s.14(c).)

**Goals**

The School Board of Directors complies with the NC Open Meetings Law, which allows public comments at board meetings at the discretion of SRCA’s Board of Directors. The SRCA Board of Directors welcomes public comments during open board meetings. This policy outlines the process for how public comments will be handled at open board meetings.

**Procedures**

The SRCA Board generally allows public comments for a total of 15 minutes at the beginning of each open board meeting. Each person may speak for 3 minutes on either non-agenda or agenda items. Each speaker must sign up in advance by completing the sign-up sheet prior to the start of the meeting with the following information: their name, organization, and topic to be discussed. Speakers will be invited to speak on a first come first serve basis. The Board may allow for a walk-in speaker comment at its sole discretion. Notwithstanding the above, the Board reserves the right to modify or eliminate time for public comment at any open board meeting.

Speakers should present themselves in a professional manner while speaking at the open board meetings, and shall act in a courteous and responsible manner. If the speaker fails to abide as such, the speaker will be asked to leave the meeting. Under North Carolina Law (General Statute, N.C.G.S. § 143-318.17), there can be legal consequences for individuals who do not adhere to public meeting protocol. *“A person who willfully interrupts, disturbs, or disrupts an official meeting and who, upon being directed to leave the meeting by the presiding officer, willfully refuses to leave the meeting is guilty of a Class 2 misdemeanor.”* (1979, c.655, s.1; 1993, c.539, s.1028; 1994, Ex. Sess., c.24, s.14(c).) *Adopted April 16, 2013.*

Speakers may not specifically speak about any individual student, teacher, staff member, or board member, and they may not engage in any personal attacks. Generally, the Board does not respond to any public comments.

Speakers may request special permission to conduct a presentation to the board if they would like to have an extended time to speak. The speaker must email the Board’s Secretary and request the specific amount of time needed and the topic to be presented. The request shall be considered by the Board Chair, and shall either be approved or denied at the discretion of the Chair.

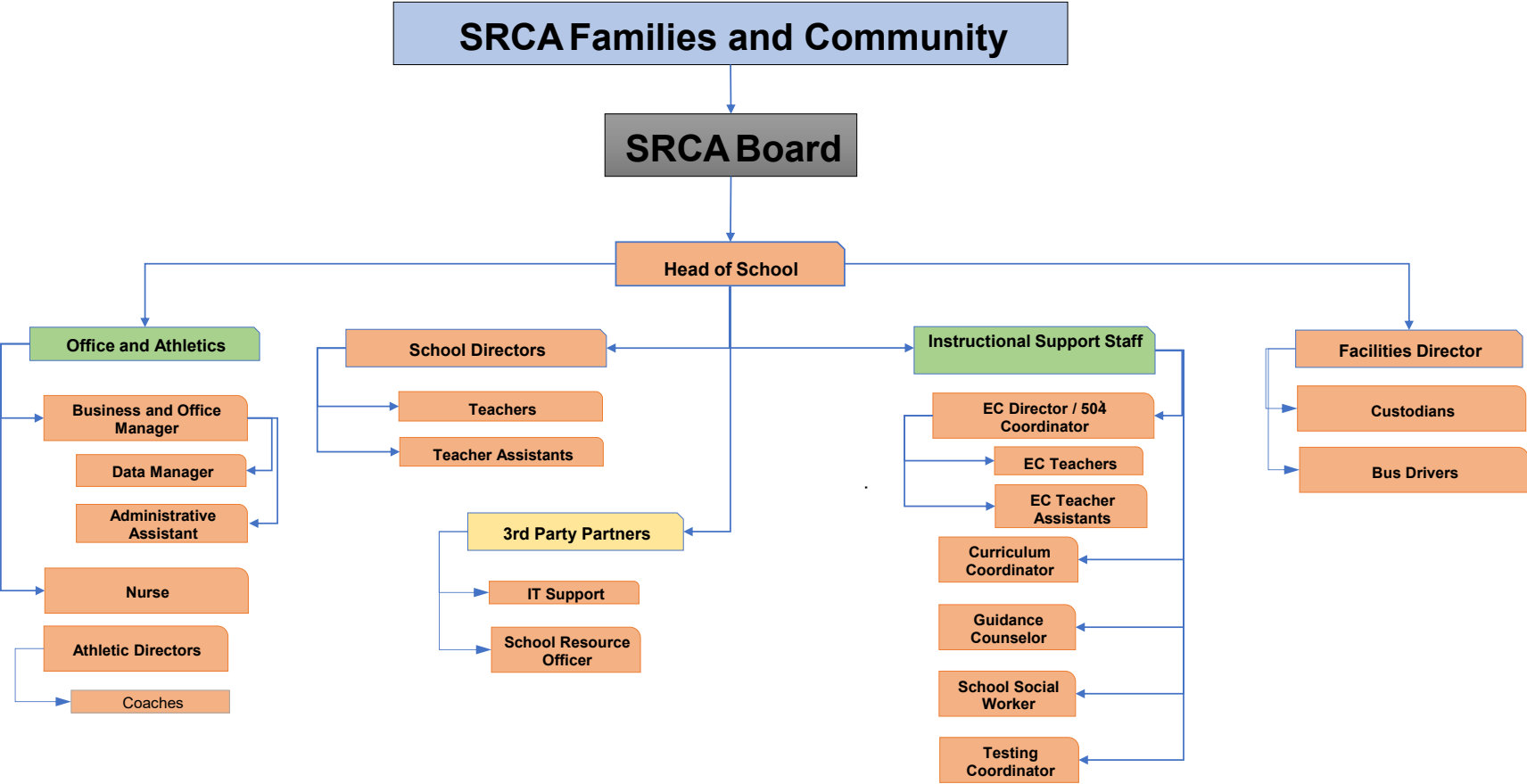
*Approved: November 2019*

# Coversheet

## August School Report

<b>Section:</b>	III. Head of School Report
<b>Item:</b>	A. August School Report
<b>Purpose:</b>	FYI
<b>Submitted by:</b>	
<b>Related Material:</b>	SRCA Organization Chart Update 2025.pdf School Report August 2025.pdf August Teacher Spotlight (Muri).pdf

SRCA Organizational Chart



August 2025

# Shining Rock Classical Academy

## Monthly School Report

### August 2025

## Welcome to the SRCA School Report

Each month, the Head of School generates a report for the SRCA Board to provide detailed information about the school and governance topics affecting decisions. [Click this sentence to view a welcome video from Mr. Morgan about the School Report.](#)

## Directors Report

### Attendance

Grade	Attendance Rate		Grade	Attendance Rate
Kindergarten	95%		7 <sup>th</sup>	83%
1 <sup>st</sup>	96%		8 <sup>th</sup>	85%
2 <sup>nd</sup>	94%		9 <sup>th</sup>	91%
3 <sup>rd</sup>	95%		10 <sup>th</sup>	92%
4 <sup>th</sup>	94%		11 <sup>th</sup>	92%
5 <sup>th</sup>	96%		12 <sup>th</sup>	94%
6 <sup>th</sup>	93%		Overall	94.7%

A point of emphasis during the 2025-26 school year is to improve our overall attendance. Overall, we want to achieve an attendance rate of 93%. The single greatest factor that we can control to help our students be successful is to have them present in the classroom.

Every month the attendance rate for each grade will be reported so that the community and board are aware of how well our students and families are doing in achieving our goals. There is a bulletin board in the lobby highlighting daily percentages of students who are in attendance per grade level. There will also be regular incentives for students, classes, and grade levels that achieve targeted attendance goals during the school year.

## Academic Spotlight

K-5 is getting back into the swing of things as the new year has started. Teachers are getting students familiar with routines and procedures and have begun their content. There are two new areas that have been added to the schedule this year.

There is a built-in remediation and enrichment period daily in all grade levels Kindergarten through fifth grade. Currently each grade has added support to help enrich content for high achieving students needing extension activities or providing remediation to address gaps in skills when needed.

The second program is Tech Buddies. Tech Buddies is a collaborative program with WCU that involves second grade students. Second graders are being paired with sixth graders to expand their understanding of technology. In this model, WCU professors are teaching SRCA sixth grade students the technology skills who in turn teach their second grade Tech Buddy. This was an amazing collaboration, and the students loved it!

## Testing Update

- mClass testing, which is a NC required reading assessment for students up to 3<sup>rd</sup> grade, is currently in progress. The beginning of the year testing window is open through September 3. Kassie White has taken on being the mClass coordinator and has been doing an excellent job of keeping everything on schedule.
- BOG 3 is another state-required reading assessment for 3<sup>rd</sup> grade students only. Providing this test has proven to be exceptionally difficult this year due to some major technology issues at the state level. The BOG is administered using an app that is downloaded to a student Chromebook. SRCA was notified on August 14<sup>th</sup> that Google had notified NCDPI that they would no longer be providing technical support for the app. This has created a significant barrier in administering the test as we have been working with the help desk to create solutions to this problem. There is a strong possibility that an extension to the testing window will be needed to complete this test.
- MAP is a locally administered assessment, and this window opens on August 25<sup>th</sup> for grades 4 – 8 to be provided benchmark test in math and ELA.
- AIG screeners are taking place across all areas of elementary school for students who qualified with scores in a specific range on last year's EOG or by previous teacher recommendation in all grades.



## Teacher Spotlights

- Our music teacher, Mrs. Lurne Bulla has received a \$1250 grant to help buy additional resources to expand the SRCA music program!
- The SRCA Instructional Coach, Mrs. Christina White has collaborated with our 6<sup>th</sup> grade science teacher, Mr. Tom Gilfoy to secure the NC Trailblazers grant of \$5000 to give outdoor learning opportunities to high school students.
- We are especially proud that our EC Director, Mrs. Alex Anderson, has been invited to present at the North Carolina State EC Conference in November.
- Take a moment to view the attachment for our monthly Teacher spotlight for August, Amanda Muri!

# Finance Report

## Monthly Budget Report

Please refer to SRCA Finance Report July FY25 in the board packet.

# Head of School Report

## Compliance Update

### Public Records Requests

There have been no added public requests made over the past month, and all earlier requests are currently fulfilled.

### Safer Schools Videos

In accordance with NC law, all students in grades 6 – 12 were presented with the NC Center for Safer Schools videos about abuse prevention.

### Epicenter Tasks

There are regular reports required for submission Epicenter, which serves as the state clearinghouse for all public school's data. All required tasks have been completed, and no tasks are due until September 30, 2025.



## Facilities Update

### Exterior Enhancements Russ

A major project that is approximately 50% complete is the improvement of the area beside the gym. This had become a difficult area to maintain with the high traffic resulting in limited grass growth and a great deal of mud coming into the building. An added constraint was the inability to load and unload students in the carline during inclement weather.

The first phase of this project was to extend the sidewalk all the way to the sidewalk that enters the back of the gym. This served a dual purpose of extending the loading zone for students and connecting with the ADA accessible ramp at the rear. A second consideration was to grade out the areas between the sidewalk and building so that it could also be concreted and solid usable surface that would be easy to maintain. Weather permitting, this area will be stained in the next few weeks to provide a color contrast.

The second phase of this project will be the installation of an awning down the entire length of the side of the building. The awning will provide cover for carline during inclement weather and will allow for an additional location to place outdoor seating for lunch. The awning is scheduled for installation during fall break because it will require hammering anchors into the concrete walls.

### Interior Enhancements Russ

Two significant projects are underway at Russ. The first is an increase in signage to promote awareness and adherence to the SRCA Core Values. Additional signage has been added in the office, each hallway, and stairways.

Another major project in the gym will be the installation of four additional side goals and a retractable dividing curtain. These additions will serve multiple purposes including the ability to split the gym in half which should allow for two PE classes to be conducted at the same time. Similarly, there can be two basketball practices taking place in the gym at the same time which should allow the last practice during this season to end earlier. This project will also require hammering and will take place during fall break.

### FEMA Updates

All of the documentation required for FEMA reimbursement from damage sustained during Helene has been submitted. No further action is required or expected of SRCA until the funds are released by FEMA to complete the mitigation and repair projects. These projects include the replacement of a section of sidewalk and repairs to the retention ponds on Russ, and roof replacements to the buildings on Dellwood.





## Legislative Update

### Budget Stalemate and Employee Health Costs

There continues to be no movement with regards to an approved NC budget. The fiscal year began on July 1 and without a new budget all funding is set at the 2024 levels. The impact is not limited to revenue, as it also requires SRCA to use the same pay scale for staff as 2024. While this does allow staff to be paid a higher rate based on years of experience, the increase does not account for any cost-of-living changes that the annual revision from the state typically considers.

A second negative impact to both the school and employee's budget is the increased cost in state health care. The amount per employee paid by SRCA for each participant has increased by about \$65 and the amount each employee pays has now been converted to a sliding scale. While each teacher's situation will vary, there are a few scenarios in which a teacher could be making the same wage as a year ago with an increase in deductions due to healthcare costs resulting in lower take home pay.

### Student Cellphone Legislation

The SRCA cellphone policy is currently under review to affirm compliance with a new state law restricting cellphones on campus. While not an outright ban, the law does prohibit the possession of any personal electronic device (including smartwatches) and student use of any social media during the school day. The policy committee will be reviewing at its next meeting and providing a modified policy if needed at the September board meeting.

### SRCA Organization Chart

Please refer to the board packet for an updated SRCA Organization Chart.



# Teacher Spotlight

## Amanda Muri

### Fourth Grade Teacher

Amanda Muri is a fourth grade teacher at SRCA. Mrs. Muri graduated from Medical of GA in 1998 with a degree in occupational therapy. She fell in love with Spanish in 2010 and, subsequently, started teaching English part-time to speakers of other languages at HCC from 2011-2019. She earned her teaching license in 2023 through the lateral entry program NC offers. She has been at Shining Rock since 2015. She has done everything from teacher assistant, to Occupational Therapy, ESL teacher, K-12 spanish teacher, and now she is teaching fourth grade!

I asked Mrs. Muri what stands out about fourth grade so far, and what she loves. Her response was:

“I absolutely love teaching 4th grade so far and feel like my background in OT, Spanish and ESL have lent themselves to teaching students of all backgrounds and abilities. Highlights so far have included:

- Watching my storage cabinet doors fill with student art work made for me.
- My amazing team (Alexis Molinary and Amy Lynn) supporting me before school even started and every day since.
- Acts of kindness in my classroom when the students don't know I'm watching
- Seeing the light bulb go off during Math with they understand a concept”

Mrs. Muri is married to a supportive husband and has three children, one of which was a part of our first kindergarten class at Shining Rock and is still in our High School today. She loves animals and is a huge advocate of rescuing dogs.

We are so thankful that Mrs. Muri is at SRCA and is teaching fourth grade! She is making a tremendous impact on her students and is a valuable asset to us!



# Coversheet

## Grievance Policy and Form revision

<b>Section:</b>	IV. Policy Committee
<b>Item:</b>	A. Grievance Policy and Form revision
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	1999 Grievance DRAFT2025.pdf 1999-F Grievance Form.pdf

## GRIEVANCE POLICY

*Policy Number:* 1999

**Purpose:** To provide the procedures parents/students will follow when they have an issue at the School that constitutes a grievance.

This policy is in place to respond to parent/student grievances. It is expected that any parent/student with an issue should try to resolve the issue by using open communication with the teacher. This means that if a parent or student disagrees with any policy or procedure within the classroom, the first level of grievance is their student's Teacher.

If the student/parent is not satisfied with the teacher's response, they should then set up a meeting with the grade-level Director. At that meeting, the teacher, student (when age is appropriate), grade-level Director and parent must be present and the issue at hand will be fully discussed.

If the parent or student wishes to pursue the matter further, they may then meet with the Head of School. Similarly, if a parent/student disagrees or has an issue with a policy or procedure at the School, the parent/student should set up a meeting with the Head of School.

If the parent/student feels that their issue is still a concern after meeting with the Head of School and the issue meets the definition of a grievance set forth below, the parent/student may initiate the grievance procedures as described below. Many issues that a parent/student has with the classroom, teacher or School will not rise to the level of a grievance and appropriate resolution will be found with the teacher and/or grade-level Principal.

**Definition of a Grievance:** A grievance is defined as a formal written complaint by a parent/student stating that a specific action has violated a School policy, board policy, or law/regulation. A complaint under Title IX is not grievance and this policy does not apply to such complaints.

**Time Limits:** A grievance will only be heard if the complaint has been filed within fifteen days of the meeting with the Head of School. The fifteen-day deadline may be extended at the discretion of the Head of School.

### The Grievance Process

Step 1: If the parties are not satisfied with the decision of the Head of School, and the grievance meets the definition set forth above, the parent/student must submit Form 1999-F which should include the School policy, board policy or law/regulation that was violated including details of the actions and the place, date and time of the violation. The parent/student should make every effort to include any details about the event that may be helpful in the decision-making process. The completed Form 1999-F should be submitted to the Head of School and to the Chair of the Board of Directors. If the Head of School is implicated in the grievance, the grievance should only be submitted to the Chair or the Vice Chair of the Board of Directors.

Step 2: The Board will review the facts and notify the parties in writing (email accepted) if further action is necessary. If the Board considers the matter should be heard, the parties will be called to meet with the Board. After the hearing, any decision of the Board will be communicated to the Head of School and the parent/student who filed the grievance within five school days.

The Board's decision concerning the Grievance is final.



# Coversheet

## Media Policy

<b>Section:</b>	IV. Policy Committee
<b>Item:</b>	D. Media Policy
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	7500 Media Policy.pdf

**MEDIA POLICY***Policy Number:* **7500x**

All inquiries by the media and outside agencies regarding Shining Rock Classical Academy (School) and its operations must be referred to the Head of School and/or Board Chair to convey a consistent message. Only the Head of School, and/or Board Chair, or a person designated by the Head of School or Board Chair, is authorized to make or approve public statements pertaining to the School or its operations. Anyone speaking in an official capacity shall do so with the best interests of the board, the school system, and the community in mind, rather than as a representative of personal views or opinions. Furthermore, the Head of School and other school employees, when called upon to speak in their official roles, are expected to communicate the position of the school board when addressing legislative, policy, or political matters.

Any employee wishing to write and/or publish an article, paper, or other publication on behalf of the School must first obtain approval from the Head of School and/or Board of Directors before publication. All media utilizing the School name or brand (e.g., logo, mascot, etc.) must have approval from the School's Board of Directors, Head of School or designee and shall be linked to the School's official websites.

**MISUSE OF THE BRAND (DEFINED):**

The Board of Directors encourages parents and students to voice their concerns. Any concerns you may have must be addressed through appropriate channels as outlined in the Student/Family Handbook. This includes speaking to the class teacher, the principal, or the Board of Directors, so your concerns can be dealt with fairly, appropriately, and effectively for all concerned. We consider using social media websites to fuel campaigns and complaints against the School, board, staff, students, and, in some cases, other parents, not in the best interests of the children or the whole school community.

In the event that any staff member, pupil or parent/guardian of a child/ren being educated at the School is found to be posting libelous or defamatory comments on Facebook or other social network sites, they will be reported to the appropriate 'report abuse' section of the network site and may be disinvented or otherwise prohibited from the School's official social media pages, including Facebook.

All social network sites have clear rules about the content that can be posted on the site, and they provide robust mechanisms to report content or activity that breaches these rules. The School will also expect any parent/guardian or pupil to immediately remove such comments.

In serious cases, the School will also consider its legal options to deal with any such misuse of social networking and other sites. Additionally, and perhaps more importantly, is the issue of cyberbullying and the use by one child or a parent to publicly humiliate another by inappropriate social network entry. We will deal with this as a serious incident of school bullying in accordance with the student/parent employee handbook and any other school policies.



We may take any of the following steps if a parent/guardian or visitor does not follow the policy:

1. Request a parent meeting on campus.
2. Ban the parent from campus for a period of time.
3. Contact the appropriate authorities.

Parents or visitors who receive consequences based on their behavior shall follow the School's grievance process as set out in this Handbook or any other policy established by the School. Students engaged in such activity will be addressed in accordance with this Handbook and any other applicable policies. We trust that parents/guardians and visitors will assist our school with implementing this policy, and we thank you for your continued support.

Nothing in this policy is intended or should be construed to interfere with or infringe upon any rights, obligations, or responsibilities under state or federal law, including but not limited to free speech rights. Furthermore, nothing in this policy is intended or should be construed to discourage or interfere with any individual's right or decision to participate in a proceeding with any appropriate federal, state, or local government agency, or to prohibit any individual from cooperating with any such agency in its investigation.

# Coversheet

## Employee Handbook Addendum

<b>Section:</b>	IV. Policy Committee
<b>Item:</b>	G. Employee Handbook Addendum
<b>Purpose:</b>	FYI
<b>Submitted by:</b>	
<b>Related Material:</b>	Staff Handbook Addendum 2025.pdf

**IMPORTANT ADDENDUM TO STAFF HANDBOOK:**

*At no time should staff be in a situation where they are alone with a child or children and cannot be observed by others. The School will make every attempt to design and structure its programs to eliminate the potential for a staff member to be in a one-on-one situation. If a staff member becomes alone with a child, s/he should promptly move to a location where s/he can be observed by other staff members. **Students requiring toileting assistance should have a bathroom log that is completed by two staff members.***

- Distributed to staff via weekly newsletter 8.25.2025

# Coversheet

## Finance Report

**Section:** V. Finance Committee

**Item:** A. Finance Report

**Purpose:** Discuss

**Submitted by:**

**Related Material:**

03\_BOARD\_REPORT\_2025\_07\_SHINING\_ROCK\_CLASSICAL\_ACADEMY\_CFA\_20250822.pdf



## SHINING ROCK CLASSICAL ACADEMY CFA Budget Analysis Report (Unreconciled)

Fiscal Year: 2026 - July

Account	Budget	Period Activity	YTD Activity	Remaining Budget	% Used	EOY Projection	Note
<b>Revenues</b>							
► Rev - State Revenue	5,077,623.84	473,366.26	473,366.26	4,604,257.58	9.32	5,077,623.84	
► Rev - Local	1,653,905.03	8,270.56	8,270.56	1,645,634.47	0.50	1,638,905.03	
► Rev - Pass-Through Revenue	150,600.00	8,749.00	8,749.00	141,851.00	5.81	165,750.00	
► Rev - Federal	328,558.00	0.00	0.00	328,558.00	0.00	328,558.00	
► Rev - Fund 5 Rev - B&A, Lunch(Full Pay)	210,000.00	2,838.00	2,838.00	207,162.00	1.35	210,000.00	
<b>Revenues</b>	<b>7,420,686.87</b>	<b>493,223.82</b>	<b>493,223.82</b>	<b>6,927,463.05</b>	<b>6.65</b>	<b>7,420,836.87</b>	
Account	Budget	Period Activity	YTD Activity	Remaining Budget	% Used	EOY Projection	Note
<b>Expenses</b>							
► Salaries & Bonuses	3,402,325.00	278,883.45	278,883.45	3,123,441.55	8.20	3,397,545.00	
► Benefits	886,416.93	76,034.22	76,034.22	810,382.71	8.58	890,030.63	
► Books and Supplies	160,200.00	23,697.76	23,697.76	136,502.24	14.79	160,200.00	
► Technology	116,000.00	43,586.89	43,586.89	72,413.11	37.57	116,000.00	
► Equipment & Leases	90,000.00	4,841.04	4,841.04	85,158.96	5.38	90,000.00	
► Contracted Student Services	179,500.00	1,225.00	1,225.00	178,275.00	0.68	179,500.00	
► Staff Development	29,000.00	290.59	290.59	28,709.41	1.00	29,000.00	
► Administrative Services	307,500.00	42,736.46	42,736.46	264,763.54	13.90	307,500.00	
► Insurances	83,000.00	7,202.76	7,202.76	75,797.24	8.68	83,000.00	
► Rents & Debt Service	1,499,750.04	128,325.72	128,325.72	1,371,424.32	8.56	1,496,979.92	
► Facilities	205,000.00	75,128.77	75,128.77	129,871.23	36.65	211,839.82	
► Utilities	135,500.00	3,898.73	3,898.73	131,601.27	2.88	135,500.00	
► Nutrition & Food	106,000.00	126.00	126.00	105,874.00	0.12	106,000.00	
► Transportation & Travel	29,000.00	811.05	811.05	28,188.95	2.80	29,000.00	
► Before and After School Care (WINGS)	68,500.00	14,873.05	14,873.05	53,626.95	21.71	68,594.03	
► Pass-Through Expenses	3,500.00	39.54	39.54	3,460.46	1.13	3,500.00	
► Federal Grant Related Expenses	110,000.00	5,110.72	5,110.72	104,889.28	4.65	40,494.63	
► NC Safety Grant Expenses - 438	0.00	295.80	295.80	-295.80	***	295.80	
<b>Expenses</b>	<b>7,411,191.97</b>	<b>707,107.55</b>	<b>707,107.55</b>	<b>6,704,084.42</b>	<b>9.54</b>	<b>7,344,979.83</b>	
<b>Surplus/(DEFICIT)</b>	<b>9,494.90</b>	<b>-213,883.73</b>	<b>-213,883.73</b>	<b>223,378.63</b>	<b>-2.89</b>	<b>75,857.04</b>	

# Coversheet

## Director Job Description

<b>Section:</b>	IX. Approval of Job Descriptions
<b>Item:</b>	A. Director Job Description
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	LSD to Director 2025 (Red Line).pdf Director 2025.pdf

**Job Title:** ~~Lower School~~ Director

**Exempt-Status (Hourly/Salary):** Exempt, Salary

**Purpose:** The ~~Lower School~~ Director shall serve as the lead administrator for primary grades. Responsibilities will include supervision of students and teachers, and serving as the first point of contact for parents for concerns in the primary grades.

### **Duties and Responsibilities**

- Assist with creating a collaborative work environment that promotes continuous improvement and community.
- Assist in the planning and implementation of effective, efficient school operations.
- Demonstrate the ability to solve complex problems and clearly communicate solutions to involved stakeholders.
- Assist in the progress monitoring of student achievement.
- Monitor and support communications both within the school and externally to parents.
- Demonstrate leadership in the development and implementation of effective teacher learning communities that produce desired results.
- Model the SRCA Core Values through all student, parent, and professional interactions.
- **Serve as an initial administrator for lower tiered student behavior referrals.**
- Assist with human resource functions including interviewing, recruitment, monitoring attendance, supervision, evaluation, and duty creation.
- Complete essential tasks in the absence of the Head of School.

### **Skills and Characteristics**

- Excellent communication skills in all formats including but not limited to written, spoken, in-person, and digitally.
- Demonstrate the ability to forge relationships with students, parents, colleagues, and community.
- Consistently demonstrate organizational and technology skills
- Demonstrate resourcefulness in setting priorities and guiding investment in people and systems.
- Self-directed with the ability to work both autonomously and in teams.
- Must possess the emotional intelligence to work as a team player and manage the stresses of the job duties with domestic life.
- Contributes to a positive school culture that supports students, focuses on academics, and ensures that the school achieves its mission.
- Complete other duties as assigned by the Head of School that support instructional excellence at SRCA.

### **Eligibility Requirements**

- Must have or be able to obtain NC Principal's License
- Must have a Master's Degree in school administration or equivalent (MSA)
- 5 years of successful teaching experience preferred.
- Alternative qualifications considered appropriate and relevant by the Head of School

### **Pay Grade**

NCDPI Assistant Principal Scale

Director, Adopted August 2025

## **Job Title: Director**

## **Exempt-Status (Hourly/Salary): Exempt, Salary**

**Purpose:** The Director shall serve as the lead administrator for primary grades. Responsibilities will include supervision of students and teachers serving as the first point of contact for parents for concerns in the primary grades.

## **Duties and Responsibilities**

- Assist with creating a collaborative work environment that promotes continuous improvement and community.
- Assist in the planning and implementation of effective, efficient school operations.
- Demonstrate the ability to solve complex problems and clearly communicate solutions to involved stakeholders.
- Assist in the progress monitoring of student achievement.
- Monitor and support communications both within the school and externally to parents.
- Demonstrate leadership in the development and implementation of effective teacher learning communities that produce desired results.
- Model the SRCA Core Values through all student, parent, and professional interactions.
- Serve as an initial administrator for lower tiered student behavior referrals.
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## **Skills and Characteristics**

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## **Eligibility Requirements**

- Must have or be able to obtain NC Principal's License
- Must have a Master's Degree in school administration or equivalent (MSA)
- 5 years of successful teaching experience preferred.
- Alternative qualifications considered appropriate and relevant by the Head of School

## **Pay Grade**

NCDPI Assistant Principal Scale

Director, Adopted August 2025



# Coversheet

## Board Positions

<b>Section:</b>	X. Other Business
<b>Item:</b>	A. Board Positions
<b>Purpose:</b>	FYI
<b>Submitted by:</b>	
<b>Related Material:</b>	Resignation_Abbie.pdf

AW

**From:** Abbie Wilkins awilkins@shiningrock.org  
**Subject:** Resignation  
**Date:** August 23, 2025 at 10:30 AM  
**To:** Alyson Weimar aweimar@shiningrock.org

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Dear Fellow SRCA Board Members,

As you all know, my time on the board has come to an end. It has been an honor and a privilege to serve on the SRCA board for the past 3 years. It has certainly come with challenges at times but we have truly been able to overcome all obstacles with the incredible support of our fellow board members and the amazing teachers, leadership, and staff at SRCA. My heartfelt appreciation goes out to all of you for your hard work, dedication, and love for our students and their families in this close knit community. With great sentiment I close this chapter of my life and I know that the future of SRCA is in great hands. Thank you all!

With Sincere Appreciation,

Abbie S. Wilkins