



# Bethany Community School

## Minutes

### Board Work Session

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#### Date and Time

Saturday August 10, 2024 at 9:00 AM

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#### Directors Present

Alan Farrar, Bill McMahon, Darla Dunagan, David Heller, Jenna Daniels, Megan Coleman, Shawn Bowers

#### Directors Absent

*None*

#### Guests Present

Jeff Morris

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

Megan Coleman called a meeting of the board of directors of Bethany Community School to order on Saturday Aug 10, 2024 at 9:05 AM.

#### C. Approve Minutes

Jenna Daniels made a motion to approve the minutes from Board Meeting on 07-02-24. Shawn Bowers seconded the motion.

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

## II. Governance

### A. Board Conflict of Interest (signed)

Discussed conflict of interest and all members present signed.

### B. Board Background Check (Signed)

Discussed background checks for all members and all members signed.

## III. The School

### A. School Report

Jeff Morris presented the school report.

### B. School Goals for 24-25

Jeff Morris presented the school goals for the 2024-2025 school year.

## IV. Policy

### A. Staff Handbook

Jeff Morris discussed the updated staff handbook and explained notable changes.  
David Heller made a motion to approve the staff handbook as presented by Jeff Morris.  
Darla Dunagan seconded the motion.  
The board **VOTED** unanimously to approve the motion.

### B. Parent/Student Handbook

Jeff Morris discussed the updated parent/student handbook and explained notable changes.  
Shawn Bowers made a motion to approve the parent/student handbook as presented by Jeff Morris.  
Megan Coleman seconded the motion.  
The board **VOTED** unanimously to approve the motion.

## V. Closed Session

### A. Enter Closed Session

Darla Dunagan made a motion to enter closed session, per NCGS 143-318.11, to discuss personnel issues.  
David Heller seconded the motion.  
The board **VOTED** unanimously to approve the motion.  
Shawn Bowers made a motion to come out of closed session.

David Heller seconded the motion.

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

Shawn Bowers made a motion to approve the bonus as presented by the Personnel Committee.

David Heller seconded the motion.

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

Jenna Daniels made a motion to increase the Executive Director's salary to \$117,170.43 for the 2024-2025 school year, assuming mutual agreement of amendments to employment agreement.

David Heller seconded the motion.

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

## **VI. Personnel Committee**

### **A. Personnel Report**

Discussion by Jeff Morris on potential new hires.

David Heller made a motion to approve the slate of hires as presented by Jeff Morris, as long as all candidates have completed the hiring process, have been vetted, are qualified, the positions are needed and there is sufficient money in the budget.

Bill McMahon seconded the motion.

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

## **VII. Finance**

### **A. Enrollment Update**

Jeff Morris discussed the current and projected enrollment for the 2024-2025 school year.

### **B. Review 24-25 Budget & Funding Model**

Jeff Morris discussed the 2024-2025 budget and state funding.

### **C. Review Investments**

Megan Coleman discussed the current financial investments.

### **D. Approve check signers**

Discussed recommendations for check signers and who to remove.

David Heller made a motion to approve the check signers as the Board Chair, Treasurer and Executive Director.

Darla Dunagan seconded the motion.

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

## **VIII. Expansion Committee**

### **A.**

## **Expansion Update**

Jeff Morris gave an update on the expansion project.

## **IX. Board Training**

### **A. Board Training**

David Heller made a motion to enter closed session, per NCGS 143-318.11 (3), for Board training and legal consultation.

Shawn Bowers seconded the motion.

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

Jenna Daniels made a motion to come out of closed session.

Shawn Bowers seconded the motion.

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

## **X. The Board**

### **A. Review Board's Purpose**

Megan Coleman discussed the Board's purpose.

### **B. Review Board Assessment**

Megan Coleman led a discussion on the assessment results.

### **C. Set Board Goals for 24-25**

Megan Coleman led a discussion on setting goals for the board and committees.

### **D. Set Board Calendar for 24-25**

Megan Coleman led a discussion on the 2024-2025 Board calendar.

Shawn Bowers made a motion to approve the 2024-2025 Board Calendar as presented by Jeff Morris and Megan Coleman.

Megan Coleman seconded the motion.

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

## **XI. Committee Break Out Sessions**

### **A. Set Committee Schedule and Agenda Items**

Megan Coleman led a discussion on the individual committees and their 2024-2025 meeting schedules.

## **XII. Closing Items**

### **A. Adjourn Meeting**

Shawn Bowers made a motion to adjourn.

Jenna Daniels seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:56 PM.

Respectfully Submitted,  
Alan Farrar