DRAFT

Carolina Charter Academy

Minutes

CCA Board Meeting

August Board Meeting (Open Session)

Date and Time
Saturday July 26, 2025 at 3:30 PM

Location
Zoom Webinar - Registration Required

https://us06web.zoom.us/webinar/register/WN_jtteyMe5RVqGB_nLMrChPQ

Directors Present
D. Gibson, K. Potter, K. Shalkowski (remote), R. Hunt

Directors Absent
None

Guests Present
ashleeakins13@gmail.com (remote), smith.alisa.k@gmail.com

I. Opening Items

A. Call the Meeting to Order

D. Gibson called a meeting of the board of directors of Carolina Charter Academy to order on Saturday Jul 26, 2025 at 3:42 PM.

B. Record Attendance

C. Reading of Mission Statement

Read by Daniel Gibson

D. Approve Minutes

K. Potter made a motion to Approve Minutes from previous meeting.
R. Hunt seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Officer Reports

A. Chair's Report

No updates at this time.

B. Treasurer's Report

Kathy from Prestige discussed budget. Board discussed goals for next year.

III. Principal/Lead Administrator's Report

A. Principal/Lead Administrator's Report

ACE Hardware painted
New staff reporting on August 1

IV. Other Business

A. New Board Members

K. Potter made a motion to Elect Alisa Smith and Ashlee Akins to the Board of Directors.
R. Hunt seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Nominations for Office Positions

K. Shalkowski made a motion to nominate Ryan H for the office of Board Chair.
K. Potter seconded the motion.
Ryan accepted nomination.
The board **VOTED** to approve the motion.
K. Potter made a motion to Nominate Daniel Gibson for Vice Chair position.
K. Shalkowski seconded the motion.
Dan accepted nomination
The board **VOTED** to approve the motion.

K. Potter made a motion to Nominate Kristin S for Board Treasurer position.
Kristin S accepted the nomination
The board **VOTED** to approve the motion.
K. Potter made a motion to Nominate Alisa Smith for the Board Secretary position.
Alisa accepted the nomination
The board **VOTED** to approve the motion.
Discussed retreat and calendar year meeting dates. Continuing the second Wednesday of every month with no December and June meetings.
D. Gibson made a motion to Post calendar dates discussed.
K. Potter seconded the motion.
The board **VOTED** to approve the motion.
K. Potter made a motion to Approve budget for '25-'26 year.
K. Shalkowski seconded the motion.
Discussed the proposed budget
The board **VOTED** to approve the motion.
D. Gibson made a motion to Adopt the employee handbook changes discussed in retreat.
K. Potter seconded the motion.
The board **VOTED** to approve the motion.
D. Gibson made a motion to Adopt updates to background checks policy.
K. Potter seconded the motion.
The board **VOTED** to approve the motion.
D. Gibson made a motion to Change signatories on bank accounts: Ryan, Dr. Warren, and Kristin added and taking off Dan and Kimberly.
K. Potter seconded the motion.
The board **VOTED** to approve the motion.
D. Gibson made a motion to Approve a lump sum payment of $200,000 for the Capital Reserve Fund. Additionally, waiving legal review.
K. Potter seconded the motion.
The board **VOTED** to approve the motion.
D. Gibson made a motion to Authorize treasurer to move funds held by school in excess of $1,000,000 to money market account. Also, to authorize treasurer to move funds from money market back in increments of $250,000 if accounts are below $1,000,000.
K. Potter seconded the motion.
The board **VOTED** to approve the motion.
D. Gibson made a motion to Move to closed session pursuant to NCGS 143-318.11(a)(5) and (6).
K. Potter seconded the motion.
moved to closed session at 3:58pm
The board **VOTED** to approve the motion.

V. Closing Items

A. Vote on Business from Closed Session

D. Gibson made a motion to Approve employment contracts as outlined in closed session.
K. Potter seconded the motion.
The board **VOTED** to approve the motion.
K. Potter made a motion to Adjourn meeting.
D. Gibson seconded the motion.
The board **VOTED** to approve the motion.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 4:27 PM.

Respectfully Submitted,
K. Shalkowski