APPROVED

Carolina Charter Academy

Minutes

CCA Monthly Open Session Board Meeting

Carolina Charter Academy Monthly Board Meetings (Open Session)

Date and Time
Wednesday March 11, 2026 at 7:00 PM

Location

Register in advance for this webinar:
https://us06web.zoom.us/webinar/register/WN_jtteyMe5RVqGB_nLMrChPQ

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

Directors Absent
A. Smith

Guests Present
B. Curatolo (remote), S. Warren (remote)

I. Opening Items

A. Call the Meeting to Order

R. Hunt called a meeting of the board of directors of Carolina Charter Academy to order on Wednesday Mar 11, 2026 at 7:00 PM.

B. Record Attendance

C. Reading of Mission Statement

Ryan read the CCA mission statement

D. Approve Minutes

D. Gibson made a motion to approve the minutes from CCA Monthly Open Session Board Meeting on 02-11-26.
K. Shalkowski seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call
A. Smith Absent

II. Officer Reports

A. Chair's Report

Ryan mentioned the Strategic Planning session the board will participate in on Saturday March 14

He also mentioned possible board training sessions for the Board.

B. Secretary's Report

Alisa was not present to provide

C. Treasurer's Report

As of the latest statement, the organization is in good financial standing.

A mid-year financial meeting with Prestige (fiscal management company) confirmed that all items are on track and appropriately coded.

· Prestige Renewal Discussion:
o Prestige praised for continued fiscal support and collaborative working relationship.
o Contract renewal required for school year 2026–2027.
o Slight monthly fee increase for general fiscal management noted in prior email (exact figures not restated during meeting); no change for LLC portion.
o Board members with treasurer experience attested to satisfaction with Prestige's service and process.
o Vote required and motion proposed to renew contract with Prestige for 2026–2027.

Audit CPA Engagement
· Context:

o Engagement letter for audit and 2026 tax filing (including annual 990 tax return) presented for board approval.
o Rebecca Barr (CPA) has been serving for past two years, recommended by Prestige, costs about half of other options, and completed audits on time.
o Board previously directed outreach to evaluate other CPA price points; decision to remain with Barr unless concerns arise about industry standards.
o Vote required with fee details provided in separate email prior to meeting.

D. Gibson made a motion to Approve Prestige Management Company & Rebecca Barr CPA contracts for SY 2026-2027.
C. Fracchiolla seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Administration Report

A. Principle/Lead Admin Report

a. Enrollment & Lottery Results

- **Lottery:** First live lottery held, facilitated by Scribbles.
- **Applications:** 492 students applied for enrollment—the largest number to date.
- **Return Rate:** 97% of eligible (non-8th grade) families intend to return.
- **Open Seats:** 118 seats opened; majority in kindergarten (80 seats).
- 77 of 80 kindergarten seats have already been accepted.
- **Teaching Positions:**
  - Growth necessitates addition of one third-grade and one seventh-grade teacher due to cohort sizes (especially the “since kindergarten” group moving into higher grades).
  - Discussion clarified these numbers reflect *needed* positions given projected enrollment, and do not reflect replacement due to attrition.

b. Community Engagement

- **Mayor’s Visit:** Anger Mayor Bob visiting during carpool on March 12, engaging with students and staff, continuing tradition of supportive involvement.
- **PTO Event:** Successful “Big and Small Ball” event praised; opportunity for administrator to engage as a parent.

c. Curriculum & Materials

- **Grant Utilization:** Literacy intervention grant used to purchase new intervention materials for the Exceptional Children (EC) department (Wonders intervention curriculum).

- **Implementation:** Materials received and already being used to support students' literacy needs.

d. Seminar Day

- **Scheduled Teacher Workday:**
- Internal seminar on next workday—teachers leading and sharing best practices with colleagues.
- Invitation extended to board members to attend (schedule to be shared).
- Bagels and coffee to begin the day; program and participants highlighted in a lobby menu display.

e. Student Services Update

- **EC & 504 Students:**
  - EC population: 89 students.
  - Two students in referral process.
  - 504 plan students: 20.

f. HR and Finance

- **Document Collection:**
  - Reminders sent for outstanding documentation required from board members (notably Claudia).
- **Budget Planning:**
  - Next year's budget planning meeting set for **April 10, 2026**; this will be an extended in-person session pivotal for drafting next year's budget, which is to be finalized/presented at the July board retreat.

IV. Closing Items

A. Closing Items

K. Shalkowski made a motion to Approve the policy updates on Staff Grievances and Parent/Student Grievances Policies.
C. Fracchiolla seconded the motion.
The board **VOTED** unanimously to approve the motion.
R. Hunt made a motion to Approve/Renew the Realtor contract for Ms. Bunn.
K. Shalkowski seconded the motion.
The board **VOTED** unanimously to approve the motion.
K. Shalkowski made a motion to Adjourn the meeting.
D. Gibson seconded the motion.
The board **VOTED** unanimously 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 7:32 PM.

Respectfully Submitted,
K. Shalkowski