

Charter Day School



Charter Day School Board of Trustees

Minutes of the Board Meeting

3 PM; Monday, February 24, 2014, CDS, Leland, NC

Attendance	<p>Trustees:</p> <p>Lori Boldt Briana Cahn Dawn Carter Jeremy Dickinson John Ferrante Melissa Gott Don Lucas Donnie Norris Bob Spencer Steve Windham</p> <p>Others:</p> <p>Baker Mitchell, Secretary Mark Dudeck, Treasurer Greg Katzman, Attorney Jesse Smith, RBA, QC Barbra Jones, Douglass Headmaster Mark Jarman, Deputy Sherriff, SRO Michele Mena, CCS Keith Allen, RBA, IT</p>
Call to Order	Steve called the meeting to order at 3:21 PM with a quorum of 10.
Agenda Modification	Steve opened by thanking everyone for their efforts and dedication to the school. He said we have a good school and that he understood the need for change and that to facilitate that change he was tendering his resignation effective immediately. He wished everyone continued success and to keep the children first and foremost. He stated that the minutes should reflect that in his conversations with Bob, that Bob handled things in a very gentlemanly and professional manner and that he was grateful for that and now wished to be excused for archery practice. John expressed his appreciation to Steve for his service, and Steve left the meeting. Lori then stated to the Secretary that she was resigning today, as well, and said she had enjoyed the past six years serving on the board and left the meeting as members expressed thanks for her service.
Election of new	Bob nominated John to be Chairman and Don seconded the nomination. John

Chairman	was elected Chairman unanimously. John asked for agenda modifications and Greg reminded the board that for the last two meetings, the topic of other members who had been unable to attend meetings due to scheduling conflicts that could not be resolved and some action should be considered. John noted that the board could declare the meeting to be the annual meeting at which members were to be nominated and elected for the next term. Bob moved that the meeting be declared the annual meeting and Don seconded the motion. Hearing no objection John stated that the motion passed unanimously.
Annual Meeting and Election of Slate of Trustees	<p>Bob moved that a slate of the following seven persons be nominated and elected to serve as Trustees for the upcoming term: John Ferrante, Dawn Carter, Jeremy Dickinson, Don Lucas, Mellissa Gott, Briana Cahn, and Bob Spencer. Jeremy seconded the motion, and the Board unanimously approved the nomination of the slate by voice vote with Donnie abstaining. John thanked Donnie for his many years of service to the board.</p> <p>Bob made a motion with Don's second to empower RBA through Baker to make personnel assignments in the manner in which he, as head of the management company, and his staff felt best to serve CDS and the students and employees in pursuit of the corporation's mission. It was understood that RBA has the responsibility to monitor the performance of employees and to ensure that all employees conducted themselves in accordance with the policies set forth by the Board and RBA. As specific personnel were to be the subject of discussions involving this motion, a closed session was required.</p>
Closed Session	Bob moved, with Don's second, to go into Closed Session to discuss the personnel matter. The motion passed unanimously with no objection. The guests exited and the personnel issue was discussed.
	The board returned to open session and guests resumed their seats. There being no further discussion and without objection, John declared that Bob's motion made prior to the closed session passed unanimously in open session.
Approval of Minutes	The February 3 Board meeting minutes were reviewed. Greg had a modification regarding disclosing confidential information from the closed session and suggested that the confidential information be removed. On motion by, Bob Spencer, seconded by Melissa Gott, were unanimously approved with Greg's modification.
RBA Reports	<p>Baker reported that CDS has 951 students with 137 on the waitlist, CCS has 898 with 72 waitlisted, DAC has 89 enrolled, and SBCS has 75 for a system total of 2,013 enrolled and 209 waitlisted.</p> <p>Baker discussed the strategy for making up the weather days to be a completion of what normally would be the first week of the spring break. This puts the instructional sequence intact and keeps the lost days in the same quarter of instruction.</p> <p>Baker summarized the cautionary letter for Douglass and the response that had been sent. The board had received copies of all in their materials. John, Melissa, Barbra, and Mark would travel to Raleigh to address the topic with the Charter Advisory Board on March 10. Bob also said he would like to go up.</p> <p>Mark Dudeck reviewed the budget update handouts and noted that a revised budget for 2013-14 would be presented in April for approval along with a first draft budget for 2014-15 for each school. Mark went into a detailed explanation of the modified GAP method of accounting that the governmental accounting required for leasehold improvements and other capital items. (The SRO was</p>

	excused.)
South Brunswick Facility Funding	There was extensive discussion of the financing options for the SBCS and of the search for a temporary year-one location. Briana made a motion that RBA be charged with finding a temporary location for SBCS and bring it back to the Board for approval. The motion was seconded by Dawn and the Chair declared the motion passed unanimously without objection. Donnie was excused with great thanks for his many years of service to Board.
Human Resources	There was a discussion of the need for a go-to person to whom employees would be able to voice concerns. It was felt that the rigid pecking order that had been in place was no longer as dominant and that Mark was fielding some of those types of issues. Mark assured the Board that an HR person would be in the budget for next year.
Court of Appeals Decision	Closed Session: The need to hear the attorney's advice regarding the COA decision prompted Bob to move and Don to second a motion to go into closed session. The Chair, hearing no objection, declared a closed session to discuss legal matters concerning the NHC lawsuit.
Return to Open Session	The chair declared a return to open session.
Next Meeting	March 19, 2014 at 2 PM at Douglass was announced as the next board meeting.
Ratification of Actions	Don moved to ratify the actions taken by the administration to date, which was seconded by Melissa and the motion passed unanimously.
Adjournment	John adjourned the meeting at 5:46 PM without objection.