

# Charter Day School



## Charter Day School, Inc., Board of Trustees

### Minutes of the Board Meeting

12:30 PM; Thursday, October 19, 2017, Charter Day School, Leland, NC

Attendance	<p>Trustees: Bob Spencer, Chair Chad Adams (phone) Ted Bodenschatz Colleen Combs Melissa Gott (phone) Suzanne West</p> <p>Others: Mark Dudeck, Treasurer, CDS, Inc. Baker Mitchell, President, RBA Jesse Smith, Head of Quality Control, RBA John Crosbie, Public Information Officer, RBA Erik Root, RBA Lindalyn Kakadelis, Consultant, NC Education Strategies</p>
Call to Order	Bob called the meeting to order at 12:37pm with a quorum of 6 Trustees present.
Closed Session	<p>Colleen moved, with Suzanne's second, to enter into closed session at 12:37pm. The motion was unanimously approved. Aaron Streett, an attorney with Baker Botts, gave an update on the ACLU lawsuit and the future possible proceedings. The board returned to open session at 1:26pm.</p> <p>Melissa moved, with Ted's second, to re-enter into closed session at 1:32pm. The motion was unanimously approved. Mark Hamlett, an attorney, gave an update on the insurance coverage regarding the ACLU lawsuit. The board returned to open session at 1:51pm</p>
Agenda Modification	None
Approval of Minutes	Ted moved, with Colleen's second, to approve the minutes of the August 17, 2017 meeting. The motion was unanimously approved.
401K Plan Audit Report	Phyllis Pearson of Petway, Mills & Pearson, PA, presented the audit report for the "RBA 401K Plan" – she stated that they had no adverse findings in the 401K Plan but they could not render an opinion due to the reliance of information certified by the Plan's Trustee (BB&T) that PMP did not audit.

CDS, CCS, DAC, SBC School Audit Reports	Phyllis Pearson of Petway, Mills & Pearson, PA, presented the independent audit reports for Charter Day School, Columbus Charter School, Douglass Academy and South Brunswick School, all four schools received an unqualified opinion with no adverse findings. Melissa moved with Suzanne’s second, to accept the audit reports for all four schools. The motion was unanimously approved.
RBA Reports	
DAC “Low-Performing” Letter	Mark presented the letter that Douglass Academy received from DPI stating that DAC was identified as a “Low-Performing” school and that an improvement plan needed to be developed addressing the school’s goals and strategies.
CCS Food Program	Mark and Jesse gave an update on the food program at Columbus Charter School.
Board Actions	
Handbook Changes	Jesse presented the board with amendments to the handbook regarding the schools’ uniform and grooming standards. Melissa moved, with Chad’s second, to approve the changes to the Board Policies Handbook. The motion was unanimously approved.
CCS Wellness Policy	Jesse presented the board with a school wellness policy for Columbus Charter School in regard to the school food program. Ted moved, with Suzanne’s second, to approve the CCS Wellness Policy. The motion was approved five to one with Colleen opposing.
Beginning Teacher Plan	Mark presented the Beginning Teacher Support Program Plan for Charter Day School, Columbus Charter School, Douglass Academy and South Brunswick School. Suzanne moved, with Melissa’s second, to approve the Beginning Teacher Support Program Plan for all four schools. The motion was unanimously approved
Old Business	n/a
New Business	n/a
Ratification of Actions Taken	Suzanne moved, with Melissa’s second, to ratify all actions taken and disclosed to the board since the last regular meeting. The motion was unanimously approved.
Adjournment	Suzanne moved, with Ted’s second, to adjourn the meeting at 3:31pm. The motion was unanimously approved.