

Charter Day School



Charter Day School, Inc., Board of Trustees

Minutes of the Board Meeting

1:30 PM; Thursday, October 31, 2018, Charter Day School, Leland, NC

Attendance	Trustees: Bob Spencer, Chair Ted Bodenschatz (phone) Colleen Combs Suzanne West Others: Mark Dudeck, Treasurer, CDS, Inc. Baker Mitchell, President, RBA Jesse Smith, Head of Quality Control, RBA
Call to Order	Bob called the meeting to order at 1:35pm with a quorum of 4 Trustees present.
Agenda Modification	None
Approval of Minutes	Suzanne moved, seconded by Ted, to approve the minutes of the October 02, 2018 meeting. The motion was unanimously approved.
RBA Reports	
CDS Inc. Audit	Phyllis Pearson of Petway, Mills & Pearson, PA presented the audit report for Charter Day School, Inc. The audit included all four schools combined in one audit report. Suzanne moved, seconded by Colleen, to approve the audit report with two modifications. The motion was unanimously approved.
Nepotism	Mark made the board aware of two circumstances of nepotism that exist at CDS Inc. <ul style="list-style-type: none">- Baker Mitchell (President RBA) and Marcus Santos (son-in-law/teacher assistant at CDS)- Jean LaFave (Dean of Electives/Resources RBA) and Daryl LaFave (husband/art teacher at CDS), Annie LaFave (daughter/teacher at CDS), David LaFave (son/teacher assistant at DAC), Brittany Adams (daughter-in-law/operations manager at DAC)
CDS Construction	Mark informed the board that construction had started on the new kindergarten building at CDS, the building should be ready for the new school year in July 2019.

Board Actions	
2019-2020 School Calendar	Jesse presented the 2019-2020 school calendar. Colleen moved, seconded by Suzanne, to approve the calendar. The motion was unanimously approved.
Beginning Teacher Support Plan	Mark presented the “Beginning Teacher Support Program Plan” for all four schools. Suzanne moved, seconded by Colleen, to approve the plans. The motion was unanimously approved.
Closed Session	n/a
Old Business	
DAC Low Performing School	Jesse informed the board that the meeting in Raleigh for the low performing schools (DAC) would be on Dec 11 or 12 and we would need to schedule a meeting the prior week to prepare. The board asked that we contact the Charter School Advisory Board and ask to have our meeting in January.
New Business	
CCS Commercial Lease	Mark presented the commercial lease agreement between Columbus Charter School and The Roger Bacon Academy. The current lease has been month-to-month since July 2017 and a new 10-year lease is requested. Ted moved, seconded by Suzanne, to approve the lease. The motion was unanimously approved.
November Board Meeting	The board agreed that due to the delayed October meeting the November 15 board meeting would not be necessary. Suzanne moved, seconded by Colleen, to cancel the meeting. The motion was unanimously approved.
CDS Inc. Gala	The board all commented positively on the gala. A suggestion was made to possibly invite a distinguished alumnus to speak at a future gala.
Ratification of Actions Taken	Colleen moved, with Suzanne’s second, to ratify all actions taken and disclosed to the board since the last regular meeting and then to adjourn the meeting. The motion was unanimously approved.
Adjournment	The meeting was adjourned at 3:29pm.