

**Uwharrie Charter Academy
Board of Directors Meeting Agenda
August 10, 2023, 6:30pm Central Gym
Minutes**

Board Members Present

Becca Mead	John Reid
Chelsey Butler	Eric Ward
Carter Bills	Jonathan Thill
Kristian Allen	Regina Rush

Board Member Absent

Valery Dambreville	Ryan Terry	Greg Zephir
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Administration Present

Michelle Barfield	Chris Wheat	Ryan Nelson
Sharon Castelli	Cody Fracheur	

Administrators Present

Lauren O'Brien	Beth Kearns
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Call to Order

- Chairperson Chelsey Butler called the meeting to order at 6:34pm.

Public Comment

- No public comment
- We do have a visitor – Mr. Chriscoe and family have been working on the beatification of the New Elementary School Campus

Consent agenda

- A motion was made by John Reid, seconded by Carter Bills to approve the Superintendent's Report, Assistant Superintendent's Report, Treasurer's Report, CFO Report, June 8, 2023, Minutes. Vote taken by Voice. All in favor. None opposed. Motion carried.

Finance/Facilities

- Construction Update: Mr. Wheat reported that without the help of the ULAH Fire department we would not have been able to hold our Ribbon Cutting Ceremony. Updated on the Boxx Modular and the K-1 delay. 1st grade unit will hopefully pass inspection tomorrow or Monday. This will get first grade in and going. Then Kindergarten unit will begin and will be one week behind schedule. Elementary School

Playground is almost complete, but it will be finished by the Opening of School. The Round-About has not started, and once it starts it will be by 6-8 weeks of traffic issues.

- iReady Contract -- \$27, 947.21 (vote needed) – We have reduced the cost of iReady thanks to the ES and MS surveying their staff and asking what they utilize. And by eliminating a feature, the price was reduced by almost \$16,500. With Federal Funds being available only about \$3,000 will come from UCA funds.
 - A motion to approve the contract with iReady for \$27,947.21 was made by Eric Ward, seconded by Kristian Allen. Vote taken by Voice. All in favor. None opposed. Motion Carried
- Finance Committee Report: 2023-2024 Budget Planning Presentation -- Mr. Nelson reported on the Budget we have been working to get the Salaries of our new Employees. However the State has not passed their budget, but we don't have an exact figure in our budget. Mr. Nelson has tried to anticipate certain aspects of the budget that will change based on the State Budget – like Teacher Salaries, Retirement Contribution. Mr. Nelson built in a flat 5% increase in Salary because the range is between 3%-10%. He is budgeting on the high because he does not have exact figures from the State. We are showing a deficit of \$300K, but we have possibly overestimated our expenditures, and there may be an adjustment to our ADM figure once the State Budget is passed that will greatly impact our current budget. Our Bank accounts were converted to interest accruing accounts this summer, and that will start earning monies. We also had to build in new positions to increase in the ADM, and next year this will resolve because the students and teachers will be in place. He anticipates that at the next board meeting he will have a more definitive plan for our Budget. Mr. Bills recommends a Welcome Packet once they are accepted to UCA via the lottery, to encourage our families to come to UCA vs. not committing to enrollment. Mr. Nelson is presenting worst case expenditures, without having a State Budget to work from. But this was anticipated with the expansion of the Charter. Dr. Castelli reported that some grants do not even open until Sept. 15th that could help with expenditures. We will also have savings that will come in once the project is fully completed, but he is not considering that into the budget at the moment. Mr. Thill asked about the Math Tutoring, and it was supported through a grant. We have re-allocated some positions. We had a Student Advocate resign, that we replaced with a Part-Time Licensed Counselor. So we have saved money by utilizing some Part-Time positions that save on benefits, retirements, etc. Mr. Bills asked about the Round About and the impact. Mr. Wheat reported that if the traffic is impacted greatly, they will switch to night-time work. But DOT will control traffic during construction of the Round About. They anticipate growth out of the Virtual Academy as well in the coming years. The discussion centered around creating Welcome Packets – similar to how Colleges welcome their new students to their campuses. Utilizing HPU as a model.

Governance

- Governance Committee Report: Ms. Mead reported that they met about the Employee Handbook. There were not a lot of changes to the Employee Handbook – very minor, like 12-month employees will be a part of the Gate Duty Requirement.

- Employee Handbook Update (vote needed)
 - A motion to approve the 2023-2024 Employee Handbook was made by Kristian Allen, seconded by Jonthan Thill. Vote taken by Voice. All in favor. None opposed. Motion Carried.
- During the Exec. Cabinet – we have been provided a copy of the calendar of events.
 - A motion to approve the 2023-2024 Board of Directors and Committee Meetings calendar was made by Carter Bills, seconded by John Reid. Vote taken by Voice. All in favor. None opposed. Motion Carried.

Academic Excellence

- Academic Excellence Committee Report: Dr. Castelli reported on behalf of Ms. Priest – she is almost fully staffed. They now have two teachers per subject, and plenty of electives. They have had their SIT meeting and will continue to work on Vocabulary. They will be focusing on Discipline and will be focusing on Tardies. She's excited about the Culinary Arts and their new Media Center. Ms. O'Brien reported that they have focused on getting into their new building. Most teachers have already been in the building getting their classroom set up – and thanks to the Custodian for working so hard to get the building ready for Teachers. They are excited, but a little apprehension over the K-1 space. But excited to have the new space, and the new playground, and just having their own space. Her motto is everything is going to be fine!! They have a transportation committee and trying to ensure that dismissal and drop-off will be smooth and efficient, a lot of pre-planning has gone into this step. Hiring – she still needs a Spanish Teacher. She has plenty of applicants for her other positions – Data Manager/Treasurer and Teacher Assistant. She wants to ensure that she picks the right candidate. Now they are getting ready for the Open House, and it is getting together well. Ms. Kearns reported that the Ribbon Cutting was very successful, and the guest speakers were wonderful. They are fully staffed as of today. The Career Academy has only 1 BT, and the rest are experienced teachers. They are extremely happy with their new additions to their staff. Sports have already started. Seniors are getting ready for the year – Senior Breakfast, T-Shirts, and activities. Lots of teachers are coming to set up their classrooms, and the custodians have done a great job getting them moved in. Mr. Reid reported that he has enjoyed being a part of the Committee! Ms. Kearns is extremely pleased with the new Attendance policy as well.
- Teacher Observation Tool and Crosswalk (vote needed) – we must upload Board approved changes to the tool in Epi Center.
 - A motion to approve the updated Teacher Observation Tool and Crosswalk was made by John Reid, seconded by Becca Mead. Vote taken by Voice. All in favor. None Opposed. Motion Carried.

Other Business/New Business

- Ms. Butler's signature is needed for the updated bylaws, along with uploading the documents, and minutes to the Epi Center.
- Go Guardian – it should be covered by a Safer School Grant. She is asking for a renewal at a rate of \$22,554.00.

- Motion to approve Go Guardian at a renewal rate of \$22,554.00 by Eric Ward, Seconded by Kristian Allen. Vote taken by Voice. All in favor. None Opposed. Motion Carried.

Closed Session – Personnel GS143-318.11

- A motion to move to closed by Carter Bills, seconded by John Reid. Vote taken by Voice. All in favor. None opposed. Motion carried.

Adjourn