

# UWHARRIE CHARTER ACADEMY

Board Meeting

19 July 2018

## MINUTES

This meeting was called to order by Stacy Griffin at 7:07 p.m. The following Board Members were present:

Stacy Griffin

David McRae

Julia Del Grande

Michael Strickland

Angela Kern

Aaryn Slafky

Ashley Duggins

A. Carter Bills

Holly Moorhead

Kristian Allen

Eric Ward

All Board Members were present. Others present are as follows:

Heather Vuncannon

A quorum was present and due notice has been published.

### AGENDA ITEM I

#### Call to Order

Stacy Griffin called the meeting to order at 7:07 p.m.

### AGENDA ITEM II

#### Consent Agenda

**David McRae asked if there were any questions regarding the Treasurer's report or the report from the Director of Academics. No questions were asked. Aaryn Slafky moved to approve the reports as submitted, Michael Strickland seconded. All in favor, none opposed.**

### AGENDA ITEM III

#### Public Comment

Public was not present, no comments made.

### AGENDA ITEM IV

## Finance/Facilities

Prior to the call of the Board Meeting some members participated in a walk through of the new middle school facility. Heather Vuncannon provided a verbal update on construction and advised it is currently on schedule. Heather Vuncannon provided all Board Members with a copy of the proposed 2018-2019 budget and advised that some items on the budget may be lower than actual figures (i.e. State Funds and EC Funds) as they were based off last year's numbers and will go up. There were a few questions regarding the increase to administrative salaries, the projected budget for student lunches, what qualifies as student activity vs. club, the budget for instructional supplies, the budget for utilities and the cost for rental/lease/mortgage payments for the facilities. Discussion was had concerning payments made online through PayPal for school fees and lunches; Heather Vuncannon advised that other options are being looked into, including using a different online processing company or less frequent ordering. Heather Vuncannon advised the Board to the projected menu changes to school lunches. The results of the teacher survey were discussed with emphasis on comments related to supplies and professional development. Stacy Griffin made a recommendation to increase the budgeted amount for professional development, which was further discussed. David McRae made a recommendation to include a written policy related to professional development. Heather Vuncannon's recommended increase to the professional development budget was by \$13,000.00, giving a total of \$20,000.00 budgeted for the 2018-2019 school year. **Ashley Duggins moved for amendments to the professional development and utilities in the 2018-2019 proposed budget, with the understanding that the amendment to utilities will take place once a few bills for the new facilities have been received and paid, A. Carter Bills seconded. All in favor, none opposed.** The 2017-2018 budget was also reviewed comparing budgeted vs. actual. Heather Vuncannon advised that UCA is in need of retiring the grey van and purchasing a new 15 passenger transit van. The Board discussed transportation and safety needs and concerns arriving at a decision to purchase two vans.

## AGENDA ITEM V

### Governance

Stacy Griffin advised that she believes the Board would benefit from the use of a website called Board Source, that has resources and training available for charter schools which could assist with committee structure and the Board's overall governing. All Board Members agreed. Dates were discussed and chosen for two strategic planning meetings. The Board discussed the need for committees to have a Chairperson. **David McRae motioned to amend the Bylaws to reflect that each committee shall have a Chairperson and said person will be appointed by Stacy Griffin with Heather Vuncannon's input and recommendation, Ashley Duggins seconded. All in favor, none opposed.** Heather Vuncannon made a recommendation to speak to the schools' attorney regarding drafting a policy handbook and elaborated on the benefits of doing so. All Board Members agreed that UCA would benefit from this.

## AGENDA ITEM VI

### Curriculum

The Board discussed the results of the teacher survey, and based on feedback there are a few areas that need improvement. The comments made on the teacher survey expressed the desire for the Board and Administration to have a greater presence, for better communication, and the culture of fear. These topics were discussed in detail. Heather Vuncannon highlighted some steps currently being taken to resolve the concern in these areas and goals to correct the remaining areas of concern. Heather Vuncannon reported that hiring for the 2018-2019 school year is going well; there is currently one teaching position open at each school; high school has a math position, middle school has a 5th grade position, and elementary school has a 4th grade position. Interviews are being conducted to fill the voids and there is a plan for the high school position should it not be filled by the start of school. Stacy Griffin advised that she has talked to Heather Vuncannon about hiring additional help for her, possibly an Assistant Superintendent or an Executive Assistant, in an effort to protect her time. Heather Vuncannon advised she would like to post the position internally, as she felt she has some staff that are good candidates and should that not work out she will post the position externally. Open house has been set for all schools and a Family Night for staff has been set.

#### AGENDA ITEM VII

##### Closed Session - Personnel

Closed Session began at approximately 9:13 p.m. at the conclusion of the Board Meeting.

**Motion to move into closed session for personnel made by David McRae and Seconded by Ashley Duggins. All in favor, none opposed.**

**Motion to move out of closed session made by Aaryn Slafsky and seconded by Ashley Duggins. All in favor, none opposed.**

#### AGENDA ITEM VIII

##### Adjourn

**Eric Ward motioned to close the Board Meeting at 9:12 p.m., David McRae seconded. All in favor, none opposed.**