

**Anderson Creek Academy  
Board of Director's Meeting  
Minutes  
November 8, 2017**

The meeting was called to order by Mr. Levinson at 7:05 pm at Anderson Creek Academy in the MultiPurpose Room. He welcomed board members, staff and guests. A quorum was present.

Board Members Present:

David Levinson  
Andy Barr  
Marilyn Levinson  
Dr. Kerry Agnello  
Steve Shotz  
John Werderman  
Ann Stein

Guests: Dr. Mary Majors, Ms. Monica Kuznar, Mrs. Christina Laughlin, Miss Sarah Bevins, Mr. Chad Haggard, Mrs. Tammy Mangrum, Mrs. Marianne Shaw.
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Absent:

Grace Merkle

Review of Previous Minutes: Mrs. Stein moved, Mrs. Levinson moved, to approve the October minutes. **Motion Passed unanimously.**

Chairman's Report: Mr. Levinson reported that the February Board meeting, currently scheduled for 14 February, is cancelled. He asked Mrs. Stein to coordinate for Board Professional Development during the month of February 2018.

Committee Reports:

Academic: Mrs. Merkle was absent. Ms. Kuznar reported that she conducted staff development in the Ten Marks program in November. Ten Marks is a Common Core Aligned Math Resource for teachers.

Medical: Dr. Agnello had nothing to report.

Uniform: Mrs. Stein reported that parents continue to donate uniforms.

Finance: Mr. Levinson reviewed the school's cash flow statement for July-November 2017 and Financial Statement for SY 17-18. Mr. Levinson remarked that there was a projected positive balance of \$65,444 for SY 17-18. Mr. Levinson that the board delay approval of the budget documents until after the building and grounds report.

Building and Grounds: Mr. Barr reported that that the Fire Marshall Inspection for the addition was scheduled for Thursday and the Certificate of Occupancy Inspection was scheduled for Friday. Mr. Levinson stated that there was a cost overrun and that the final build cost was \$208,000. Mr. Levinson stated, that with the \$65,444 projected positive budget balance, the school has \$200,000 in reserve; the state recommends a charter school reserve of \$50,000. Mr. Levinson moved to authorize an additional amount, up to \$63,000. Mr. Shotz seconded. **Motion passed unanimously.**

Dr. Agnello moved, Mr. Levinson seconded to approved the School Cash Flows and Financial Statements. **Motion passed unanimously.**

#### Head of School Report

Dr. Majors reported a school enrollment of 245 and an average daily count of 238 students. She reported that she had a Question and Answer session on October as part of her monthly meetings with parents. She recommended the hiring of a remediation teacher to lower the teacher:student ratio in remediation classes; the budget allows for this. Mr. Werderman moved, Mr. Barr seconded, to hire a remediation teacher. **Motion passed unanimously.** Dr. Majors reported 508 volunteer hours completed during the month of October. Dr. Majors has submitted the \$500 renewal fee and the self study for the charter reapplication. Site visit for the Department of Public Instruction scheduled for 6 February 2018; the board needs to be in attendance for this visit. Mrs. Stein recommended that afternoon for the Board's Professional Development session to complete the annual requirement. Dr. Majors reported a very high percentage of Parent Teacher first quarter conferences are now completed. Mr. Levinson requested that Dr. Majors double check how the conferences went and check on remaining conferences. Dr. Majors discussed NC House Bill 13, and the potential affects. Dr. Majors provided information for the board on digital teaching and learning competencies, as well as a Question and Answer packet she has prepared for parents. Ms. Kuznar stated that the Harvest STEAM+ day was very successful; the students enjoyed the STEAM+ events very much. The STEAM+ focus for the next quarter is Biology and Anatomy, led by Ms. White and Debate and Public Speaking in the following quarter led by Mr. Hunte.

#### New Business:

All covered in previous discussion.

#### Old Business:

Board Policy. Mr. Levinson suggested that we adopt the board policy, that its heading be Governance Policy under perpetual review. Mrs. Stein raised the concern that the current draft committed the board to actions which were not current practices. Mr. Levinson requested that Mrs. Stein provide an executive summary of those items from the board policy which were outside current practices no later than two weeks before the next board meeting.

Finance Policy. Mr. Werderman stated he needed to finish and would send out no later than two weeks before the next board meeting.

Administrative Policy. Ms. Kuznar stated that this could be finalized once the board policy was complete.

#### Public Comment

There was no public comment.

Closed Session

Mr. Levinson convened closed session to discuss financial matters and personnel matters (SS143-318-11 Reason 6). Mrs. Stein moved, Dr. Agnello seconded, to go into closed session at 8:04pm. **Motion passed unanimously.**

Mrs. Stein moved, Mr. Barr seconded, to come out of closed session at 8:30pm. **Motion passed unanimously.**

Mrs. Stein moved, Mr. Barr seconded, to approve the compensation agreement for the remediation teacher. **Motion passed unanimously.**

Mrs. Stein moved, Mr. Werderman seconded, to approve the proposed lottery dates. **Motion passed unanimously.**

Adjournment

Mrs. Stein moved, Mr. Barr seconded, to adjourn. **Motion passed unanimously at 8:34pm.**