

**Anderson Creek Academy
Board of Director's Meeting
Minutes
March 14, 2018**

The meeting was called to order by Mr. Levinson at 7:01 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
Grace Merkle
Marilyn Levinson
Dr. Kerry Agnello
John Werderman
Ann Stein
Andy Barr
Steve Shotz

Guests: Dr. Majors, Ms. Kuznar, Mrs. Laughlin, Mrs. Amy Bottorf, Mr. David Bottorf, Master Lucas Bottorf, Mrs. Johnson, Mrs. Vannoy, Mrs. Weymouth, Mr. Michael Boehringer, Ms. Bevins, Mr. Haggard, Mrs. Sandra Werderman.

Review of Previous Minutes: Mr. Barr moved, Mrs. Stein seconded, to approve the January minutes with the corrective changes recommended via email. **Motion Passed unanimously.**

Chairman's Report: Mr. Levinson stated that he was taking the constructive criticism during the Professional Development Seminar to heart; 80% of the focus should be on future, 20% on reports. Also, all reports not received 48 hours ahead of the meeting would be reviewed at the following meeting.

Committee Reports:

Academic: Mrs. Merkle presented the report to the board in written form. Mrs. Merkle introduced Master Lucas Bottorf of Mrs. Johnson's Third Grade Class and presented him with a trophy to recognize him as the Third Place Winner of the Harnett County Spelling Bee.

Medical. Dr. Agnello moved, Mr. Werderman seconded to approve the peanut-free snack recommendations. **Motion passed unanimously**

Uniform: Mrs. Stein will present the recommended uniform changes in writing prior to the next meeting

Finance: Mr. Werderman moved, Dr. Agnello seconded to approve the financial statements for January and February. **Motion passed unanimously.** Mr. Werderman moved, Dr. Agnello seconded, to approve the CPA Contract and Letter of Engagement for 2017-2018 Financial Audit. Mr. Werderman stated he will ask the accountant to complete the audit without an extension. Mr. Levinson stated this information did not require a board vote.

Head of School Report

Dr. Majors presented the Head of School Reports for February and March in written form. Mr. Levinson moved, Mrs. Stein seconded, to approve the reports. **Motion passed unanimously.**

New Business:

Mr. Levinson moved, Mrs. Levinson seconded, to approve the 2018-2019 School Calendar. **Motion passed unanimously.**

In regard to the 2017-2018 Summer School, Mr. Levinson asked if the \$5,000 cost was in the budget. Mr. Werderman stated it was not, but it was anticipated, and the school had the funds. Mr. Levinson moved, Mr. Werderman seconded, to have a 2017-2018 Summer School. **Motion passed unanimously.**

Mr. Levinson moved, Mrs. Stein seconded to fund the remaining 3 school field trips through the end of the year, and not require the families to fund. **Motion passed, 6 votes in favor, 1 against.**

Mr. Barr moved, Mrs. Levinson seconded, to nominate for renewal as Board Members, Mr. Levinson, Mr. Shotz, Dr. Agnello and Mrs. Stein. **Motion passed unanimously.** Mr. Levinson requested each board member to think of a potential candidate who could take on their role, if necessary

Old Business:

Finance Policy. Mr. Werderman stated that he has revised the draft, and this document will go to the committee within the week, then to the CPA. The policy will be ready for the board in April or May.

Administrative Policy/Employee Handbook. Ms. Kuznar will update policy and send to Mrs. Stein so that the board has two weeks to review prior to the April meeting.

Public Comment

No requests were received 24 hours prior to the meeting, but Mr. Levinson opened the floor. Mrs. Werderman of the Anderson Creek Club Womens' Group presented a Certificate to the school thanking them for their many submissions to the women's group art show. Stated that a Second Grader from the school was the state wide second place Literature Winner. Mr. Levinson requested a copy.

Closed Session

Mr. Werderman moved, Mr. Shotz seconded, to go into closed session to review a contract (reason #4) at 7:33pm. At 7:39pm, Mr. Shotz moved, Mr. Barr seconded, to come out of closed session. **Motion passed unanimously.**

Adjournment

Mr. Levinson moved, Mr. Barr seconded, to adjourn. **Motion passed unanimously at 7:40pm.**