

**Anderson Creek Academy
Board of Director's Meeting
Minutes
May 16, 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
Marilyn Levinson
Dr. Kerry Agnello
John Werderman
Ann Stein
Steve Shot
Absent:
Andy Barr
Grace Merkle

Guests: Dr. Majors, Ms. Kuznar, Mrs. Mangrm, Mrs. Laughlin
--

Review of Previous Minutes: Dr. Agnello moved, Mrs. Levinson seconded, to approve the previous minutes. **Motion Passed unanimously.**

Chairman's Report: Mr. Levinson reported that he has listened carefully to the requests of the teachers protest in Raleigh. He states that Anderson Creek Academy meets all the requests except one—that the teachers not be judged by test results. Mr. Levinson asked the Head of School to confirm that all employees have health insurance and let him know if any employees are experiencing financial problems.

Mr. Levinson would like to discuss at the next board meeting, updates to the Governance Policy and the Employee Handbook. He would like to set up a complaint policy in that complaints that cannot be solved by the teacher are sent in writing to the Head of School. If not resolved, the complaint will go to a special committee to review in confidence and try to resolve. Then, if not resolved, the complaint will go to the board in closed session. Then, if not resolved, the complainant may, if they choose, go to the courts. If the Head of School is the subject of the complaint, the complaint goes straight to the board.

Mr. Levinson stated that the Employee Handbook is long; he asked if it stated that complaints must be in writing and asked that it follow the procedure he outlined.

Committee Reports:

Academic: Dr. Majors stated the school scheduled a Math week and that the school has scheduled Power Teacher Training for each grade.

Medical. Dr. Agnello reported that she has updated the sunscreen policy, but not changed it.

Uniform: Mrs. Stein reported that the lending closet would be available to all parents.

Building and Grounds: Mr. Barr was absent; Mrs. Stein reported that the parking lot stripe repainting was completed.

Finance Committee: Mr. Werderman moved to approve Dr. Majors' employee contract. Dr. Agnello seconded. **Motion passed unanimously.**

Mr. Werderman moved to approve the FY17-18 Bonus pool, the specifics of which Dr. Majors would approve. Mrs. Levinson seconded. **Motion passed unanimously.**

Mr. Werderman moved to approve the staffing recommendations with one change the addition of one teachers' assistant. Dr. Agnello seconded. **Motion passed unanimously.**

Mr. Werderman moved to approve the teacher increases and Employment Contract merit increases based on the recommendation of the finance committee who will then execute the contracts. Mrs. Levinson seconded. **Motion passed unanimously.**

Mr. Werderman moved to approve the two teacher replacements/New Hires Employment contracts. Dr. Agnello seconded. **Motion passed unanimously.**

Mr. Werderman moved to approve the summer school and retesting proposal. Mr. Levinson stated that the finance committee approved \$4,200. Dr. Agnello seconded. **Motion passed unanimously.**

Mr. Werderman moved to approve the Read to Achieve summer session proposal with a \$5,000 increase in the grant budget. Mrs. Levinson seconded. **Motion passed unanimously.**

Mr. Werderman moved to approve the Kindergarten Camp for the incoming Kindergarten students, with the cost at break-even. Mrs. Levinson seconded. **Motion passed unanimously.**

Mr. Werderman moved to approve the EC Capital Expenditures for IT Related equipment, fully reimbursed by the grant. Mrs. Stein seconded. **Motion passed unanimously.**

Mr. Werderman moved to approve the equipment purchase of 18 new computers. Mrs. Stein seconded. **Motion passed unanimously.**

Mr. Werderman moved to approve the May Financial year to date actual financial statement which reflects a \$123k financial reserve. He anticipates an end of year financial reserve of \$250k. Dr. Agnello seconded. **Motion passed unanimously.**

Mr. Werderman stated that the finance committee approved the HVAC for the computer room.

Mr. Werderman stated that he has sent the preliminary draft budget for SY 18-19 to the finance committee.

Mr. Levinson was working the refinance proposals through 3 sources.

Head of School Report

Dr. Majors presented the Head of School report in written form. She also reported that Mr. Levinson had approved three field trips for each class. Mr. Werderman asked for a plan with costs for the next meeting.

New Business:

None.

Old Business:

Finance Policy. Mr. Werderman stated that he will finalize the policy and send to the CPA. Mr. Shotz indicated that he had sent an email and Mr. Cooper had concerns for the policy.

Administrative Policy/Employee Handbook. Mr. Levinson said he did not see a problem, other than the complaint policy.

Public Comment

No public comment.

Closed Session

No closed session.

Adjournment

Dr. Agnello moved, Mr. Werderman seconded, to adjourn. **Motion passed unanimously.**