

**Anderson Creek Academy
Board of Director's Meeting
Minutes
April 19, 2017**

The meeting was called to order by Mr. David Levinson at 7:17pm at Anderson Creek Academy in the MultiPurpose Room. He welcomed board members, staff and guests. A quorum was present.

Board Members Present (all):

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

Guests: Dr. Mary Majors, Mrs. Shaw, Mrs. Danielo, Ms. Keira Keck and Mrs. Fitzgerald
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Review of Previous Minutes: Mrs. Stein moved to approve, Dr. Agnello seconded, **motion passed unanimously.**

Chairman's Report: Mr. Levinson had nothing to report.

Committee Reports:

Academic: Mrs. Merkle reported a teachers' workshop on the following Monday.

Medical: Dr. Agnello reported quarterly function check on the Automated External Defibrillators completed and Epi Pens (at no cost) received and in stock.

Uniform: Mrs. Stein had nothing to report.

Finance: Mr. Werderman reported that all going excellently.

Building/Grounds: Mr. Barr reported that the new playground equipment installation was 99% completed, but 14 pieces of the border were missing. Mr. Barr reported that the playground could open without the border, after the safety inspection. Grand opening of the new portions of the playground is scheduled at 29 April from 12:00pm-2:00pm; the event will include volunteer achievement and contribution recognition. Half of the funds for the playground were raised by parent volunteers.

Head of School Report

Dr. Majors reported 219 enrolled. Staff is working on the 16-17 School Improvement plan to document progress/achievement on reading goals and initiatives. From the Staff's preliminary work, almost all goals have been met, except End of Grade Assessments and MAPS testing which will be completed by the end of the school year 2017. Mentorship report submitted to NCDPI. Mrs. Fitzgerald and Mrs. Polk have developed a formal Beginning Teacher information packet. Dr. Majors reported that the lotteries for Kindergarten and 1st-5th grades are completed, acknowledgements sent with acceptances to be sent by April 21 by families. Dr. Majors reported the school will hold

two enrollment sessions, May 2 & 3. Dr. Majors reported that Ms. Greer (4th Grade) has submitted her resignation letter (attached) for the 2017-2018 school year.

New Business:

Mrs. Stein reported that it would be helpful to have a board email on the school's website and volunteered to monitor the email. Mrs. Stein moved, Mr. Werderman seconded to have a consolidated board email address on the school website. **Motion passed unanimously.** (Secretary's note: acaboard@acacharter.com is the email and it is posted on the school website).

Mr. Levinson reported that local public schools have enrichment programs at no cost. Currently the Cub Scouts use the Anderson Creek Academy facility at no cost. Mr. Werderman confirmed that the Finance Committee has approved rental of the school for enrichment programs at no cost. Mr. Levinson moved, Mr. Barr seconded to allow the Enrichments School to use the Anderson Creek Academy facility at no cost. **Motion passed unanimously.**

Mr. Barr stated he has initiated construction plans to increase the physical size of the school. He will review with the Finance Committee for board presentation in May.

Mr. Werderman presented the Outside Auditors Financial Statement and Management Letter for the 2015-2016 School Year for the board to review in May 2017. Mr. Levinson moved, Mrs. Levinson seconded to approve the Engagement Letter for 2015-2016 and 2016-2017 and the Representation Letter for 2015-2016. **Motion passed unanimously.**

Old Business

In regard to the Board Policy, Mr. Levinson had questions regarding the joint Board Chairman and Secretary Responsibilities. Mrs. Stein stated that she will send the document again to the board to review. Finance Committee has updates to the Finance Policy and will send an update to the board before the May meeting. Mrs. Merkle had edits to complete before the May meeting.

Public Comment

Mr. Levinson indicated there had been no applications for public comment, but opened the floor for any public comment. There was no public comment.

Closed Session

Mrs. Stein moved to go into closed session to discuss the employment agreements for Dr. Majors and Ms. Young and to discuss legal matters. Mr. Levinson seconded. **Motion passed unanimously.** (start time not recorded).

Mrs. Stein moved to come out of closed session, Mr. Levinson seconded. **Motion passed unanimously.** (Start time not recorded)

No action was taken during closed session. Mrs. Stein moved, Dr. Agnello seconded to come out of closed session. **Motion passed unanimously.** (End time not recorded)

Mrs. Stein moved to approve the Employment Agreement of Dr. Majors as Head of School, Dr. Agnello seconded. **Motion passed unanimously.**

Mrs. Stein moved to approve the Employment Agreement of Ms. Young as the part time Enrichment School coordinator, Mr. Barr seconded. **Motion passed unanimously.**

Mrs. Stein moved to approve the Employment Agreement of Mr. Haggard as a Math Tutoring Teacher, Dr. Agnello seconded. **Motion passed unanimously.**

Mrs. Stein moved to approve the Employment Agreement of Mrs. Selmon as a Math Tutoring Teacher, Dr. Agnello seconded. **Motion passed unanimously.**

Mrs. Stein moved to move the discussion of the calendar to the May meeting, Mr. Barr seconded. **Motion passed unanimously.**

Adjournment

Mrs. Stein moved, Mr. Barr seconded to adjourn. **Motion passed unanimously.** Mr. Levinson closed the meeting at about 8:30pm.

Next Board Meeting: May 10, 2017 at 7:00pm in the Multipurpose Room of the Anderson Creek Academy
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Dear Board of Directors,

Due to recent life events, I have decided that I will not be coming back to Anderson Creek Academy next year. I am getting married in August, and bought a house in Raleigh. The 1 hour commute to work, had become stressful on my situation. I cannot express enough gratitude to ever thank you for my time at Anderson Creek Academy. You, as the Board of Directors, believed in my talent since I graduated from college. Hiring a first-year teacher was a risky decision, but you all provided and instilled a confidence in myself, because you believed in me. Anderson Creek Academy has allowed me to grow as a teacher, leader, and person. I had a great experience here, and my decision for leaving is not based on the school. It is simply a time in my life, where making this decision is best for me and my family. I am forever grateful for Anderson Creek Academy and will always speak highly of the students, staff, administration and Board of Directors.

Once again, I thank you for being supportive, and caring throughout all my years here. I have made relationships that will last a life-time, and I will truly miss my Anderson Creek Academy family. This school is going to achieve excellence, and I am so thankful I was a part of it.

Sincerely,

A handwritten signature in cursive script that reads "Arika Greer".

Arika Greer

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