

**Wayne Preparatory Academy
Board of Directors Meeting
Tuesday, April 26, 2016 WPA Cottage A**

At 5:15 p.m. on Tuesday, April 26, 2016, the WPA Board of Directors met for a scheduled meeting. In attendance were Board members Sharon Thompson, L. J. Stanley, Amanda Wells, Michael Woodard and John Ankeney. WPA staff members attending were Dr. Todd Forgette, Managing Director; Bianca Guzman, Executive Assistant; Amy Preskitt, Dean of Students; and teachers Beth Carr and Nancy Henderson.

Call to order and Welcome were made by Sharon Thompson, WPA Board Chairman.

Motion to Approve Agenda as Business Order of the Day was made by John Ankeney and seconded by L. J. Stanley. The motion was passed unanimously.

Motion to Approve Minutes – Michael Woodard made a motion to accept the April 12, 2016 Open and Closed Session minutes. Amanda Wells seconded the motion which passed unanimously.

Reports – Dr. Forgette

A. Finance

1. Dr. Forgette presented the Board with the monthly financial reports.
2. IRS Reports
 - a. WPA's 3rd Quarter filing for September 2015, was not submitted to the IRS by Banyan, although the payment was received. This form has now been submitted by WPA.
 - b. WPA's Annual Report Form for 2015 was not received by the IRS but the payment was received on time. The appropriate form has been resubmitted.
 - c. The IRS had the incorrect address for the school on file and that has now been corrected. Acadia informed Dr. Forgette that they generally keep their address on file, the Board will wait to discuss with the CPA as to how they would suggest WPA handle IRA items.

B. Academics

1. Dr. Forgette presented a Lesson Progress Report to the Board indicating that most students at WPA have made good progress on Reading and Math.
2. Dr. Forgette and Mrs. Preskitt have been had coaching visits in the classroom as follows: 25 visits in February, 39 visits in March and 18 visits as of April 26.

C. Operations

i. Lottery Update

1. The 2016-17 lottery was completed. Notifications have been sent to the families with due dates for accepting the opening.
2. Scholar Intent to Return 2016-17 School Year – The Intent to Return Letter will be sent to parents asking their intent for their students to for the 2016-2017 school year. This will be sent home after the Town Hall meeting on May 12, 2016.

ii. Human Resources

1. An Open House for prospective teachers is scheduled for April 30, 2016 at the school.
2. Heart Fundraising Event – The school had an exceptional Jump Rope for Heart fundraising. The event raised \$13,760.80, the most of any Wayne County participants.

iii. Facilities

- a. WPA has submitted an insurance claim to our carrier for the stolen air conditioners at the Preschool. The adjuster said it would take approximately two weeks.
- b. Mr. Preskitt obtained bids for cleaning the debris and old barns on the campus. However, it was determined that this would be handled at a later time.
- c. WPA's facilities Manager, Josh Preskitt, and a contractor inspected the roofs of our buildings and found there was maintenance that needed to be done. The Board asked that the contractor be contacted to see if there was something they could do to remedy the situation since it appears installation could have caused the issues with the roofs.
- d. Josh Preskitt had a proposal for a new copier company that was submitted to the Board for review. The Board discussed the proposal and asked questions. Michael Woodard made a motion to accept the contract with an addendum for growth pending review from the school's attorney. John Ankeney seconded the motion which passed unanimously.

D. Strategic Planning

Dr. Forgette presented a WPA Organizational chart for the next 3 school years to the Board. Amanda Wells made a motion to accept the new organizational chart. The motion was seconded by L. J. Stanley and passed unanimously.

A motion was made by Amanda Wells and seconded by John Ankeney to have the Wells Fargo account closed by the next Board meeting. The motion passed unanimously.

Regular Agenda

a. Old Business

1. WPA's audit has been sent in for final review.

b. New Business

1. A motion was made by Amanda Wells and seconded by John Ankeney to have the Wells Fargo account closed by the next Board meeting. The motion passed unanimously.

L. J. Stanley made a motion to go into closed session to discuss specific personnel matters and expansion in accordance with NC Law 33c 143. The motion was seconded by John Ankeney and passed unanimously.

Into Closed Session

A motion to go back into Open Session was made by John Ankeney and seconded by Michael Woodard. The motion passed unanimously.

Back in Open Session

Dr. Forgette recommended to the Board to hire Mrs. Belinda Curatolo, as a Kindergarten teacher and to release Tiffany Price from WPA Ready Groups. John Ankeney made a motion to accept the recommendation to hire Belinda Curatolo and release Tiffany Price. L. J. Stanley seconded the motion which passed unanimously.

A motion to approve the Growth Plan for the 2016-17 school year was made by Amanda Wells and seconded by Michael Woodard. The motion passed unanimously.

Adjournment

John Ankeney made a motion to adjourn and was seconded by Sharon Thompson. The motion passed unanimously.

The next scheduled Board meeting is on Tuesday, May 10, 2016 at WPA Cottage A.

John D. Ankeney, WPA Secretary