

## **Wayne Preparatory Academy Board of Directors Meeting September 29, 2015**

On Tuesday, September 29, 2015, at 5:00 p.m. at Wayne Preparatory Academy, a General Board meeting was held. In attendance were Board members Sharon Thompson, L .J. Stanley, Mark Corbett and John Ankeney. Also Dr. Todd Forgette, WPA Director; Melodie Blackmon, Academic Director; Shaherah Batts, WPA Business Director/Banyan; Christina Albritton, WPA Ready Groups Director; WPA parents - Amanda Wells, Daniel Brock, Michael Woodard, David Kerr, Michelle Hall, and Bobby Parker. Bob Jackson and John Walston, WPA Attorney were also present.

**Call to Order and Welcome** was made by Sharon Thompson

### **Motion to Approve Agenda as Business Order of the Day**

Mrs. Thompson advised that the Closed Session minutes of September 8 needed to be included on the agenda. Mark Corbett made a motion to add the September Closed Session minutes to the agenda and to accept the Agenda as the Business Order of the Day with the addition. L. J. Stanley seconded the motion which passed unanimously.

### **Motion to Approve Minutes**

Mrs. Thompson asked for a motion to approve the September 1, 2015 Open Session minutes, and the Open and Closed session minutes of September 8, 2015. Mark Corbett made a motion to accept all three of the minutes that had been submitted electronically to the Board. The motion was seconded by L .J. Stanley and passed unanimously.

### **Closed Session**

Mrs. Thompson asked for a motion to go into closed session. John Ankeney made the following motion - that Jefferson Preparatory School, Inc. doing business as Wayne Preparatory Academy (Wayne Academy) go into Closed Session to consult with John Walston, an attorney employed by Wayne Academy in order to preserve the attorney-client privilege between the attorney and Wayne Preparatory Academy. This matter does not involve an existing suit. The motion was seconded by Mark Corbett and passed unanimously.

### **Back to Open Session**

L. J. Stanley made a motion to go out of Closed Session and into Open Session. John Ankeney seconded the motion and it passed unanimously.

There were no motions to be made from the discussions during the Closed Session.

### **Board Committee Reports**

**Community Relations** – Mrs. Thompson advised that the committee has been meeting since before school started and there are several sub-committees with parent coordinators. The next activity is a Pumpkin Drive scheduled for October 13<sup>th</sup>.

**Student Services** – No Report

**Academic Committee** – No Report

**Business Committee** – No Report

## **Reports**

**Financial Services** – Dr. Forgette and Mrs. Batts

### **Report on Revenues (Federal, State, & Local)**

Federal 611 EC funds 17% should be available this week - Banyan confirmed that they had not yet received those funds

Appropriations was passed 9/22/15 - The funding will be adjusted with the second installment around mid November 2015. We have requested Banyan to report on revenue adjustment as the ADM funding per student should be more than we budgeted.

Banyan reported submitting invoices to surrounding counties - We have requested documentation of the letters. We are waiting for Banyan PowerSchool representative, Kelly Ingold to submit them to us.

Lenoir county paid in full for 2015-16 school year \$26,496.00

**Monthly Purchase Orders** – No purchase orders requested

**Monthly Budget vs Actual** – Documentation was provided

**Forecasting October Expenses** – Documents provided (Actual expenses were less than budgeted)

**Lunch Program** – Mrs. Batts is communicating with those parents who have not paid for their students' lunches.

### **Curriculum, Instruction, Assessment & Accountability**

Third grade BOG testing is 100% complete. Universal Screening K-3mclass/ 4 – 5 MAP testing is 95% complete.

### **Report cards & Interim Student Reports**

Program placement and Universal Screening Data are being included in reports going home. The team is rebuilding the Report card to align with the academic model.

### **Human Resources**

Initial Employment Contracts will be discussed in Closed Session

### **Facilities and Management**

The following contracts were discussed for approval:

2015-16 Scholar-Parent Handbook

2015-16 Employee Handbook

2015-16 Wayne Cleaning & Maintenance Company

2015-16 Sutton Lawn Service Contract

Mark Corbett made a motion to accept the recommended contracts as presented. The motion was seconded by L. J. Stanley and passed unanimously.

**Inquiry into Request for Clarity from Banyan** - The Board requested that this report be tabled at this time.

**External Development** – No Report

## **WPA Ready Groups – Dr. Forgette & Mrs. Albritton**

Total number of scholars Before School - 30

Total number of scholars After School - 66

Total number of scholars Monday Enrichment - 235

## **Treasurers Report -**

Period report Covers - August

Cash Balance at the beginning of the period – See Cash Flow Budget

Income Received during the period – See Cash Flow Budget

Expenses paid during the period – See Cash Flow Budget

Cash balance at the end of the period

Year to Date to Actual

Dr. Forgette explained the process of how the checks have to be cut and posted in ISIS thus making it look as if there is a cash deficit when really there is a cash balance in the accounts.

## **Old Business**

Wayne Preparatory Academy Governance Cautionary Status is on-going. No formal action was taken at this time.

New Board Members – Mrs. Thompson advised that she had spoken to the Office of Charter Schools regarding the by-law changes so that new members can be added to the Board. OCS advised that it takes four to six weeks for approval.

**New Business** – There is a scheduled Board training for November 6-7.

## **Closed Session**

Mark Corbett made a motion to go into to Closed Session to discuss specific personnel matters and initial staff employment, in accordance with North Carolina Public School law for Closed Sessions, under Article 7.

John Ankeney seconded the motion which passed unanimously.

## **Back In Open Session**

Mark Corbett made a motion to go out of Closed Session and return to Open Session. The motion was seconded by L. J. Stanley and approved unanimously.

Dr. Forgette recommended the following individuals for hire:

Beth Carr	1 <sup>st</sup> Grade Teacher
Jennifer Price	Kindergarten Teacher
Christina Albritton	Before and After School Director
Judy Leonard	Before and After School Teacher

Mark Corbett made a motion to accept the recommendation to hire these staff members. The motion was seconded by L. J. Stanley and passed unanimously.

Mrs. Thompson suggested that the next Board meeting be moved from October 27<sup>th</sup> to October 20<sup>th</sup> due to Mr. Ankeney not being available. Everyone was in agreement to move the date of the October meeting.

**Adjournment**

With no other further business, John Ankeney made a motion to adjourn. The motion was seconded by Mark Corbett and passed unanimously. Adjournment was at 7:23 p.m.

The next Board meeting is scheduled for October 20 at WPA at 5:00 p.m.

John D. Ankeney, WPA Secretary