

Hope Charter Leadership Academy
Minutes of Board Meeting
August 15, 2017

Members Present: Mike Gray, Leonard King, Tucker Mann, Willette Morman, Walt Sherlin, Joel Kamyra, Robin Vincent, Anna Neal Blanchard, Willette Morman, Nancy Duran(Parent)

Non-voting Members: Clarissa Fleming

Staff: Cher Perry

Members Absent: Ken Mack, Pam Jamison, Chip Anderson, Barbara Engram, Tom Mann

The meeting was called to order at 7:45 a.m. by Mr. Sherlin.

- I. **Welcome and Pledge of Allegiance:** Robin Vincent led the Pledge of Allegiance.

- II. **Approval of Board Agenda: Action:** Mr. Sherlin moved that the agenda be approved. ***Motion was seconded by Mr. Tucker Mann and approved unanimously.***

- III. **Nominations committee report and motion: Action:** Mr. Kamyra presented the following board nominations for reelection: Members for 3-yr terms 2017 to 2020 (Chip Anderson, Barbara Engram, Michael Gray, Joel Kamyra and Robin Vincent. Board Officers for 1-yr term (Tucker Mann Co-Chairperson, Walt Sherlin Co-Chairperson, Mike Gray Treasurer and Pam Jamison Secretary). ***Motion was seconded by Mr. King and approved unanimously.***

Action: Mr. Kamyra presented the 2017 HCLA Board Composition and Service Terms for approval: Group A 3-yr Term 2016-2019 (Anna Neal Blanchard, Nancy Duran, Pamela Jamison, Ken Mack, Willette Morman). Group B 3-yr Term 2017-2020 (Chip Anderson, Barbara Engram, Michael Gray, Joel Kamyra, Robin Vincent). Group C 3-yr Term 2015-2018 (Leonard King, Tom Mann, Tucker Mann, Walter Sherlin, Vacancy – Lee Snipes). ***Motion was seconded by Mrs. Blanchard and approved unanimously.***

- IV. **Approval of Board June 28 minutes: Action:** Mr. Sherlin moved that the final draft of the minutes of the June 28, 2017 meeting be approved as presented. ***Motion was seconded by Mr. King and approved unanimously.***

- V. **Principal's Report:** Mrs. Fleming presented the following:
 - a. **Enrollment** – 125 students accepted, 121 were attended class. Wait list for K – 3 due to current class size. Currently 18 EC students on roster.
 - b. **Staffing** – Overview of new teachers was provided. Part-time EC teacher position remains vacant. Volunteers will support 3rd and 4th grade classes. The teacher's workday was very successful. A theme was created "One Team; One Goal; No Limits". Mr. Keith is out of the hospital and his spirits are high. Mrs. Perry provided each board member with a HCLA Notebook. It contained pictures of the teachers and staff. Mr. Tucker Mann recommended a Board meet and greet with the teachers.
 - c. **Academic plans** – Mrs. Perry stated the Block Approach Process used by Mrs. Turner's 3rd grade class last year was very successful and will be utilized again through- out the entire school. Mr. Sherlin explained that the official EOG results would be released the first week of September. Mr. Tucker Mann inquired about plans to maintain the EOG performance for 3rd, 4th and 5th graders. Mrs. Fleming reviewed her support plans for continued focus. Mrs. Vincent suggested EOG testing for the 1st – 3rd grades to establish a baseline. Mrs. Blanchard provided an update on the Reading Camp; 6 students attended and they did very well.

- d. **Y-Learning Program** - Mrs. Fleming shared; 65 students are currently enrolled in the program. Enrollment may increase over time.
- e. **Other** – None provided.

VI. Committee Reports

Education- Mrs. Vincent indicated that the committee will be reviewing and revising the bullying policy this year. Cher Perry discussed academic plans for this year. Fall NWEA – MAP testing will be conducted before September 1. We are pleased with the academic results from last school year. Several board members emphasized that the Education Committee should work closely with administration on several areas including reviewing last year’s results, embracing efforts that proved effective, adjusting or adding efforts that could lead to better results, reviewing ongoing formative assessments and adjustments to instruction based on those results, and teacher training on curriculum, testing, and effective use of data to drive instruction.

b. Personnel – Mr. King and committee will work closer with Mrs. Fleming to improve retention, to avoid being blindsided and losing momentum. Guideline documents will be created to streamline the administrative process for the principal. Due to her many other responsibilities, Mrs. Jamison has asked to be removed from the Personnel Committee.

c. Budget/Development—Mr. Tucker Mann provided the following financial update: total expenses for 2016-2017 were approximately \$1.380M. The \$70K deficit was funded by our reserve. Budget forecast for 2017-2018 is \$1.454M, budget assumptions are 125 students which includes 17 EC. Budget also assumes \$200K development funds. Budget will be finalized by September Board meeting. Committee will continue to focus on Large Donors, Foundations, and Grants to meet revenue targets. Finance Committee will continue to track and influence current legislation regarding increase funding that would impact HCLA.

Transportation—Our bus driver resigned less than a week before school started. We have engaged Elite Transit , LLC to provide transportation through at least August with an eye toward using them for the school year. Tucker Mann presented a spreadsheet with projected costs for handling transportation several different ways including continuing to handle ourselves or contracting with Elite. This year the state has a pilot program refunding up to 65% of most transportation costs to schools with over 50% of students being economically disadvantaged. With the refund any option for transportation would end up costing HCLA this year than was spent last year. Mr. Sherlin indicated that there are several advantages with Elite. They provide the driver and a substitute , if needed. They will drive our bus, but if it is not operational, they will provide a backup bus. They will provide a weekly mechanical check on the bus as well as a monthly inspection. After discussion Mr. Sherlin moved that the board approve signing a contract with Elite to provide transportation for the school year. ***Motion was seconded by Ms. Morman and approved unanimously.***

Mr. Gray inquired about who would assume liability for the bus driver. **Action:** *Mr. Sherlin will get an answer.*

VII. Old business: Hope’s charter is up for renewal during the 2018-19 school year. A letter indicating that Hope intends to seek renewal is due to the Office of Charter Schools by August 31, 2017. Mr. Sherlin motioned that a letter signed by Mrs. Fleming and himself be sent indicating Hope’s intention to seek charter renewal. ***Motion was seconded by Mr. Kamy and approved unanimously.***

VIII. New business: None Provided

Executive session: The board discussed personnel performance and a framework for making decisions about whether or not to provide bonuses.

The meeting was adjourned at 9:45 am

Upcoming board meeting dates for 2017-18 school year are: (Thursdays) – September 21, October 26, November 30, January 25, February 22, March 22, April 26, May 24, and June 28.

Submitted by: Willette Morman