

Hope Charter Leadership Academy (HCLA)
Minutes of Board Meeting (Final—approved April 24, 2019)
February 27, 2019
Media Center
7:45 a.m.

Members Present: Allene Adams, Chip Anderson, Anna Dunn Fonville (by phone), Mike Gray (by phone), Pamela Jamison, Joel Kamyra, Leonard King, Tucker Mann, Willette Morman (by phone), Walt Sherlin and Robin Vincent

Members Absent: Barbara Engram, Delores Fogg, Ken Mack, and Tom Mann

Non-voting Members: Clarissa Fleming and Beth Burrus

- I. **Welcome, Call to Order, Pledge of Allegiance:** The seventh Board meeting of the 2018-19 school year held at Hope Charter Leadership Academy was called to order at 7:52 a.m. by Mr. Sherlin who asked Mrs. Adams to lead the Pledge of Allegiance.
- II. **Approval of Board Agenda:** Action: Mr. Sherlin asked if there were any additions or changes to the Agenda. Mr. Tucker Mann requested that the Transition Planning be moved to a short meeting of the transition team and anyone who desired to join the group after the Board meeting. There being no other changes to the Agenda, Mr. Sherlin then moved that the Agenda be approved with the noted change of Transition Planning. Mrs. Jamison provided the second for the motion. Motion carried unanimously (11 – 0).
- III. **Public Comment:** There was no request for public comment.
- IV. **Approval of January 28, 2018 Board minutes:** Action: Mrs. Jamison presented the minutes of the January 23, 2019 meeting and asked if there were any additions or corrections. There being none, Mrs. Jamison moved that the minutes be approved as presented. Mr. Kamyra provided the second for the motion. Motion carried unanimously (11– 0).
- V. **Principal’s Report:**

Mrs. Fleming highlighted several key dates for recognition of leadership at every school level. The first noteworthy date was the Leader in Me Symposium in Columbia, SC from February 27 to March 1. At this conference, Hope will receive the official Lighthouse recognition as a Leader in Me school. This recognition will come amongst other North Carolina schools that have achieved that status. Eleven staff members will attend the Symposium and represent Hope in the awards ceremony. Other dates include Leadership week (March 18 to 22), Parent Leadership Night on March 19, Leadership Day on March 21, and spring track out from March 25 to April 12. She provided additional information in the following areas:

 - a. **Enrollment**
 - As of this date, enrollment is at 109 students with grade level student breakdown as follows: Kindergarten - 18; First - 18; Second - 18; Third - 21; Fourth – 17; and Fifth – 17 students.
 - Total students in EOG testing grades are 53.
 - Since January 2019, Hope has had 9 withdrawals, all to WCPSS—5 families representing 9 students.
 - It was reported that none of these withdrawals were due to Hope closure at school year end.

b. Staffing

- The new fifth grade teacher has proven to be an excellent addition to staff. Based on observations and feedback, he has formed a strong bond with his students and has quickly focused in on content standards required in preparation for EOG testing.
 - This year Hope has been fortunate to have an administrative intern from WPU who has also proven to be an outstanding addition to staff. She not only shadows the administrative team but has taken an active role in supporting instruction. She willingly supports teachers in addition to facilitating her own intervention groups in preparation for EOG testing.
- c. **Y-Learning Program** – Mrs. Fleming reported that 101 students are enrolled and the program has been running smoothly. She noted that the program has been supportive, especially in the afternoons when student management can become challenging with the impact of the bus/transportation issues.
- d. **Academic/Testing Update** – Mrs. Fleming shared an update citing the upcoming assessments, the focus of intervention/testing preparation for the second half of the year and the new initiatives in the Academic Plan for 2018-19.
- The middle of year m-Class assessment (measures how students find meaning in text) was extended due to a high rate of absences for students and staff in February due to illness. These results will be shared at the next Board meeting. The end of year m-Class assessment will take place in May.
 - Spring NWEA Map benchmarks will take place May 2nd and 3rd.
 - Final assessment prior to EOG is the mock EOG testing which will take place May 13 – 15th.
 - Intervention groups are in full swing with “Operations Team Go” , weekly adjustments based on data and consultations with Mrs. Perry. Additionally, 3 volunteers have joined the intervention team and have become great assets for additional support.
 - New initiatives for this school year have been implemented to motivate and encourage student achievement with visible/catchy messages and slogans posted in common areas, motivational quotes have been added to morning announcements and the Student Lighthouse Team is working on a motivational video to inspire student performance on EOG’s.
 - The new EOG prep workbooks are being used as checkpoints for the standards students have learned so far in language arts, math and science in testing grades.
- e. **Other – N/A**

VI. Education Committee Report—No report.

VII. Personnel Committee Report—Ms. Morman noted that the Personnel committee had not convened since the last board meeting and reported the following:

- She and Mrs. Pace met with Digital One consultant to discuss transition details concerning the post close process for the United HealthCare Plan.
- Mr. Gray provided a summary of steps required for staff to transition 401K plan post closure.
- Ongoing plans include the following:
 - ✓ Share a detailed Personnel Committee Plan with the Transition committee for approval
 - ✓ Personnel committee will prepare a “one pager” post close benefits (UHC, 401K, Cobra, etc. handout communication for staff

VIII. Finance Committee Report—Mr. Gray reported that Finance is focused on the cash position at the end of the school year. He confirmed that the budget is still tracking at approximately \$50K. Mr. Gray will provide an updated quarterly statement at the April meeting.

- IX. Development Committee Report**— Mr. Tucker Mann reported that contributions are approaching \$39K and tracking well toward the \$50K goal for this year. He further noted that of the Board pledges of \$18K, \$10,600 had been collected. He also asked that any other amounts, of any size are also welcome.
- X. Transportation/Building Committee Report**—Mr. Sherlin reported that bus transportation has suffered some setbacks within the last several weeks. The bus had been in the shop three weeks prior to the board meeting, was repaired and returned to school, only to be placed back in the shop again for more repairs. In the meantime, the Elite back-up bus also broke down in mid-route and staff had to utilize their private vehicles to pick up students. As of this meeting, the Hope bus has been repaired and just returned for operation.
- XI. Old Business**— None
- XII. New Business—Action:** Mr. Sherlin moved that the March Board meeting scheduled tentatively for March 27 (during track out) be cancelled, with the caveat that if needed, the Board would meet. Mr. King provided the second for the motion. Motion carried unanimously (11 – 0). The next Board meeting is April 24.
- XIII. Adjourn—No Executive Session was required. Action:** There being no further business, Mr. Sherlin moved that the meeting be adjourned. Mrs. Jamison provided the second for the motion. Motion carried unanimously (11—0). Mr. Sherlin adjourned the meeting at 8:29 a.m.

Upcoming Board meeting dates: April 24, May 22, and June 26

Submitted by: Pamela Jamison