



# AGENDA

## BOARD OF DIRECTORS MONTHLY MEETING APRIL 24, 2018

**TIME: 6:00 PM**

**LOCATION: High School Atrium**

***Ethics Statement for North Carolina State Government:***

*Conflict of Interest Reminder, per NCGS 138A-15(e): Board members are reminded that it is our duty to avoid conflicts of interest and the appearance of conflicts of interest as we handle the work of this Board. Does any member of the Board know of any conflict of interest or any appearance of conflict with respect to any matters coming before us at this meeting? If so, please state them for the record.*

*If during the course of the meeting you become aware of an actual or apparent conflict of interest, please bring the matter to the attention of the chair. It will then be your duty to abstain from participating in discussion on the matter and from voting on the matter.*

TOPIC	PRESENTER	TIME
Call to Order	Dawn Dixon, Chair	6:00 PM
Ethics Statement	D. Dixon	
Agenda Review & Approval	D. Dixon	
Public Comment		
Approval of Minutes <ul style="list-style-type: none"> <li>Board Meeting: March 2018</li> </ul>	D. Dixon	
Booster Club Report	Richard Lynch, ABC President	
Student Government Association Report	Kevin Gomez-Gonzalez, SGA President	
Director's Report <ul style="list-style-type: none"> <li>General Report</li> </ul>	S. Pullium	

<ul style="list-style-type: none"> <li>• PLUS Update</li> </ul>		
Consent Agenda <ul style="list-style-type: none"> <li>• None</li> </ul>	D. Dixon	
Standing Committee Reports <ul style="list-style-type: none"> <li>• Finance <ul style="list-style-type: none"> <li>• Approval of March Budget Report</li> <li>• Facilities Subcommittee Update</li> </ul> </li> <li>• Personnel</li> <li>• Academic Affairs (previously Audit)</li> <li>• Resource Development</li> <li>• Board Development</li> </ul>	D. Dixon  Committee Chairs	
Old Business	D. Dixon	
New Business	D. Dixon	
Closed Session for Personnel and Administrative Discussion (As Needed) {NCGS 143-318.11(a)(6)}	D. Dixon	
Adjournment	D. Dixon	

## **Neuse Charter School Board of Directors Meeting Minutes – March 27, 2018**

### ***Board Members Present:***

Dawn Dixon, Chair  
Rodney Dunn, Treasurer  
Jason Cummings  
Chris Johnson  
Robbie Taylor  
Kevin Gomez-Gonzalez, SGA President

### ***Board Members Absent:***

Paul Worley, Vice Chair  
Tony Gupton, Past Chair  
Nichole Booker NCSF  
Michelle Denning  
Jimmy Lloyd  
Dave Neville, Ex-Officio

### ***Call to Order [6:00 pm]***

Dixon called the meeting to order at 6:00 p.m. and read the Ethics Statement. All board members were given the opportunity to respond to the Conflict of Interest statement.

### ***Public Comments [6:01 pm]***

None.

### ***Booster Club Report [6:02 pm]***

None.

### ***SGA Report [6:02 pm]***

Kevin Gomez-Gonzalez reported that the Prom went well. Thanks for all of the volunteers and donations that helped make this a success.

Student leader, Lexi Flach, is finishing the Blood Drive details that will be held on March 16. Many people are helping get this message out in the community.

Student leader, Alana Crosier, is helping organize NCS' participation in special Olympics.

Model UN is coming up with Miller and Casey overseeing these plans. This allows students gain a command of debate and parliamentary procedure.

### ***Directors Report [6:04 pm]***

#### ***Employment:***

- Vacancies: 4<sup>th</sup> grade vacancy filled by full-time sub until the end of the school year.
- Currently about half way through employee contract conversations.
- Recommendation for closed session for Intermediate Academy Leader.
- Starting Senior Academy Counselor interviews.
- Reviewing Custodial Services after releasing a new RFP to reevaluate and start a fresh contract including the new construction.

#### ***Campus Updates:***

- NCS held a lockdown drill today and staff did a great job following protocols. We were able to have extra law enforcement on campus and there was not a peep heard from the students.

*Enrollment Updates:*

- Currently at 915 ADM – normal attrition rate from 933
- Lottery was held March 15, and we seated 28 new Kindergarteners as well as 7 new 10<sup>th</sup> graders. All other grades were drawn for wait list order. After the lottery, we found that five applications were sent in via email and went into a spam folder. After talking with OCS, we re-ran the lottery internally for those grades affected with all applicants included. Those students were seated or placed on the wait list based off of the new lottery. Two additional kindergarteners were seated, two placed on the kindergarten wait list, and one on the 11<sup>th</sup> grade wait list. Internally, we have started reviewing protocols for a full electronic lottery for next year to avoid this in the future. This would most likely involve a web form that would go directly to NCS, but we are checking with Denning to see if this requires a policy change. Dixon reminded Administration that the entire webpage needs to be ADA compliant.

***Agenda Approval and Approval of Minutes [6:10 pm]***

Motion by Johnson, seconded by Cummings, to approve the agenda and January minutes. Passed unanimously at 6:10 pm.

***Consent Agenda [6:10 pm]***

None

***Standing Committees***

***Finance Committee [6:11 pm]***

Taylor reported that the Finance Committee approved the Acadia and Vanguard contracts to come to the board for approval. Motion by Johnson, second by Taylor, to approve both contracts. Passed unanimously at 6:12pm.

Taylor presented the February budget report showing approximately \$94,000 as end of year surplus. Motion by Taylor, second by Dunn, to approve February budget. Motion passed unanimously at 6:13 pm.

***Facilities Subcommittee:***

Johnson reported that NCSF met with USDA to sign paperwork at a locked in low interest rate for the next 60 days. Construction is running 21 days behind due to snow, rain, and wind, but they feel they can catch up. They are adjusting fencing and are being mindful of the noise level with testing approaching. Workers have also been reminded of the campus no-tobacco policy.

NCSF originally didn't own the front 12 acres. The goal was to turn part of the side over to the town, but as land has been accumulated, NCSF did not turn over any part of the roadway to the

town for road and light maintenance. NCSF wants to hold onto that ownership until a later date when the new traffic patterns are determined.

Taylor reported that 2 Eagle Scouts on campus are wanting to utilize campus in their Eagle projects. Staff is working with them to consider where would be a good location that will not have to be torn up with future construction. Johnson wanted to confirm that we make sure whatever they do as their projects is aesthetically pleasing and up to school standards.

Dunn reported that dirt is being donated to the school to help fill in the back field.

***Personnel Committee [6:20 pm]***

Closed Session items.

***Academic Affairs Committee [6:20 pm]***

None. April meeting has been rescheduled for April 13.

***Resource Development [6:21 pm]***

Dunn reported that the committee met with representation from Boosters, parent, raffle committee, and staff with good dialogue with how we can look at a holistic approach to capital campaign and fundraising. It was decided to look into hosting a fall festival and month of giving in the fall to raise money for NCS. In an effort to support athletics, a spring fling would be considered for April/May.

Administration recommended to look at the community give back opportunities [American Heart Association, Relay for Life, etc.]. With the three academies, each academy will be encouraged to have a single community related event that they sponsor throughout the year. All stakeholders left excited about the collaborative effort proposed.

Reverse Raffle money went back into the operating budget of the school. Dixon noted that NCS needs to establish a particular cause that the money will support. Pullium publicized the Raffle proceeds from last year went to gym updates with new goals and increased PD budget. Dixon noted that NCS should sell the idea over the ticket.

Dunn hopes to have a centralized coordinating message with our marketing ready to go in the fall. Dixon encouraged the committee to start marketing even now if we are planning a fall event.

Johnson stressed that NCS needs to do a better job with educating new parents on how charter finance works. Dixon noted that with our beautiful building and constant construction, there doesn't appear to be financial needs.

Pullium reported that she has designated a New to Neuse roundtable in April to start laying groundwork for understanding how charter schools work.

**Board Development [6:29 pm]**

None.

**Old Business [6:33 pm]**

None.

**New Business [6:33 pm]**

Model United Nations Trip approval as it is an overnight trip. Motion by Johnson, seconded by Dunn, to approve the Model UN Trip. Passed unanimously at 6:33pm.

Request by staff to utilize \$5,000 of Professional Development funds for on-campus Canvas training to be able to train even deeper than our own two power-users. This amount is a negotiated rate including a customized training model based on the overall current usage at NCS.

Board recommended regular monthly check ins to ensure full usage. Dixon asked about the campus administrator for Canvas. Pullium confirmed that would be Brad Williams as the quality control staff member and campus expert. Silver mentioned that she also has that level of access to monitor usage. Silver noted with this contract that NCS also gains access to online modules.

Dunn asked about the minimum NCS will be doing with this system. He encouraged NCS set a non-negotiable, base level of common usage across campus.

Gomez-Gonzales discussed the student view of Canvas use in and outside classroom. He stated that it's very clear to see which teachers are comfortable with the system. Johnson asked if the ones using Canvas are more effective to which Gomez-Gonzales replied not necessarily.

Dixon noted that NCS is challenged with the sequence of growth. While this may be good training, there may be other infrastructures that need to be in place first. Canvas is just a tool. It doesn't necessarily make a better teacher. Power-users can be leaders to help work on the infrastructure to help get everyone on board. As a reminder, EVERYTHING has to be ADA compliant. Per Silver, Canvas already has all things ADA compliant. Dixon reminded that the content that teachers put into Canvas must also be ADA compliant. Silver noted that there are six modules in Canvas that teach ADA compliance.

Motion by Dunn, seconded by Taylor, to approve a \$5,000 expenditure from Professional Development for on-campus Canvas training. Passed unanimously at 6:46pm.

Motion by Dunn, second by Taylor, to move into closed session for personnel and administrative discussion per NCGS 143-318.11(a)(6). Passed unanimously at 6:46 pm.

The Board returned to Open Session at 7:04pm.

Motion by Johnson, second by Cummings, to approve Executive Director's personnel recommendations. Passed unanimously at 7:04 pm.

Motion by Johnson, seconded by Taylor, to adjourn. Passed unanimously at 7:04pm.

Respectfully submitted,  
Paul Worley, Vice Chair/Secretary

Date: 04/08/2018  
 Time: 6:20 pm

**NEUSE CHARTER SCHOOL  
 BUDGET REPORT (CONDENSED)  
 From 3/1/2018 to 3/31/2018**

	<b>CURRENT BUDGET</b>	<b>MTD ACTIVITY</b>	<b>YTD ACTIVITY</b>	<b>BUDGET BALANCE</b>	<b>PERCENT REMAINING</b>	<b>NOTES</b>
<b>REVENUE</b>						
<b>STATE REVENUE</b>						
Rev - Summer Reading Camp	\$35,805.06	\$0.00	\$6,502.06	\$29,303.00	81.84%	
Rev - Charter Schools	\$5,397,879.00	\$1,074,515.00	\$4,764,223.00	\$633,656.00	11.74%	
Rev - Reading Device Funds	\$5,600.00	\$0.00	\$0.00	\$5,600.00	100.00%	
Rev - Early Grade Reading 085	\$2,880.00	\$0.00	\$0.00	\$2,880.00	100.00%	
Rev - 3rd Grade Reading Bonus	\$3,623.00	\$0.00	\$3,622.42	\$0.58	0.02%	
Rev - Test Result Bonus - 048	\$9,850.00	\$0.00	\$9,850.00	\$0.00	0.00%	
<b>TOTAL STATE REVENUE</b>	<b>\$5,455,637.06</b>	<b>\$1,074,515.00</b>	<b>\$4,784,197.48</b>	<b>\$671,439.58</b>	<b>12.31%</b>	
<b>LOCAL REVENUE</b>						
Rev - Sales Tax	\$25,000.00	\$0.00	\$0.00	\$25,000.00	100.00%	
Rev - Field Trip	\$70,000.00	\$2,284.75	\$70,743.30	\$(743.30)	-1.06%	
Rev - Contributions	\$3,500.00	\$0.00	\$14,122.58	\$(10,622.58)	-303.50%	
Rev - Contributions - PayPal	\$1,700.00	\$0.00	\$0.00	\$1,700.00	100.00%	
Rev - Interest Income	\$175.00	\$0.00	\$208.26	\$(33.26)	-19.01%	
Rev - Interest Income 0809	\$2.00	\$0.00	\$1.62	\$0.38	19.00%	
Rev - Interest Income 2195	\$1.00	\$0.00	\$0.00	\$1.00	100.00%	
Rev - Interest Income 9805	\$1.00	\$0.00	\$0.00	\$1.00	100.00%	
Rev - Various	\$1,000.00	\$0.00	\$1,699.43	\$(699.43)	-69.94%	
Rev - Student Supply Fee	\$14,000.00	\$60.00	\$11,471.00	\$2,529.00	18.06%	
Rev - Clubs	\$22,000.00	\$6,999.13	\$32,169.25	\$(10,169.25)	-46.22%	
Rev - Uniforms	\$3,000.00	\$0.00	\$3,248.00	\$(248.00)	-8.27%	
Rev - Sale of School Assets	\$0.00	\$0.00	\$585.00	\$(585.00)	0.00%	
Rev - Harnett County Schools	\$3,073.00	\$175.00	\$1,379.66	\$1,693.34	55.10%	
Rev - Johnston County Schools	\$1,384,425.00	\$123,278.76	\$997,744.43	\$386,680.57	27.93%	
Rev - Nash-Rocky Mount Schools	\$4,230.00	\$0.00	\$2,312.08	\$1,917.92	45.34%	
Rev - Wake County Schools	\$28,844.00	\$0.00	\$18,678.42	\$10,165.58	35.24%	
Rev - Wayne County Schools	\$5,397.00	\$0.00	\$1,634.40	\$3,762.60	69.72%	
Rev - Wilson County Schools	\$4,401.00	\$0.00	\$3,216.72	\$1,184.28	26.91%	
Rev - Centurylink Grant	\$500.01	\$0.00	\$500.01	\$0.00	0.00%	
Rev - Fundraising - 653	\$75,000.00	\$6,727.55	\$80,003.72	\$(5,003.72)	-6.67%	
Rev - PTO - 813	\$12,616.00	\$0.00	\$12,615.45	\$0.55	0.00%	
Rev - Hospitality Fund	\$3,000.00	\$0.00	\$2,564.99	\$435.01	14.50%	
<b>TOTAL LOCAL REVENUE</b>	<b>\$1,661,865.01</b>	<b>\$139,525.19</b>	<b>\$1,254,898.32</b>	<b>\$406,966.69</b>	<b>24.49%</b>	
<b>FEDERAL REVENUE</b>						
Rev - Title I	\$70,833.62	\$0.00	\$0.00	\$70,833.62	100.00%	
Rev - IDEA VI-B - 060	\$134,543.00	\$6,613.75	\$100,861.78	\$33,681.22	25.03%	
Rev - Title II - 103	\$2,581.18	\$0.00	\$0.00	\$2,581.18	100.00%	
Rev - Educational Technology	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.00%	

Date: 04/08/2018  
 Time: 6:20 pm

**NEUSE CHARTER SCHOOL**  
**BUDGET REPORT (CONDENSED)**  
 From 3/1/2018 to 3/31/2018

	CURRENT BUDGET	MTD ACTIVITY	YTD ACTIVITY	BUDGET BALANCE	PERCENT REMAINING	NOTES
Rev - IDEA VI-B Special - 118	\$900.00	\$0.00	\$0.00	\$900.00	100.00%	
<b>TOTAL FEDERAL REVENUE</b>	<b>\$218,857.80</b>	<b>\$6,613.75</b>	<b>\$100,861.78</b>	<b>\$117,996.02</b>	<b>53.91%</b>	
<b>FUND 5 REVENUE</b>						
Rev - Before & After School	\$55,000.00	\$3,045.00	\$31,371.00	\$23,629.00	42.96%	
<b>TOTAL FUND 5 REVENUE</b>	<b>\$55,000.00</b>	<b>\$3,045.00</b>	<b>\$31,371.00</b>	<b>\$23,629.00</b>	<b>42.96%</b>	
<b>TOTAL REVENUE</b>	<b>\$7,391,359.87</b>	<b>\$1,223,698.94</b>	<b>\$6,171,328.58</b>	<b>\$1,220,031.29</b>	<b>16.51%</b>	
<b>EXPENSES</b>						
1. Salaries & Bonuses	\$3,713,309.00	\$305,946.17	\$2,628,841.19	\$1,084,467.81	29.20%	
2. Benefits	\$1,437,491.06	\$110,379.28	\$971,731.31	\$465,759.75	32.40%	
3. Books & Supplies	\$133,330.00	\$4,203.10	\$104,384.77	\$28,945.23	21.71%	
4. Technology	\$28,605.00	\$730.47	\$18,668.65	\$9,936.35	34.74%	
5. Non-Cap Equipment & Leases	\$30,600.00	\$2,786.79	\$15,224.50	\$15,375.50	50.25%	
6. Contracted Student Services	\$216,400.00	\$26,348.94	\$178,726.36	\$37,673.64	17.41%	
7. Staff Development	\$24,400.00	\$765.78	\$12,861.80	\$11,538.20	47.29%	
8. Administrative Services	\$146,100.00	\$10,180.08	\$101,648.91	\$44,451.09	30.43%	
9. Insurances	\$49,875.00	\$3,707.72	\$45,546.13	\$4,328.87	8.68%	
10. Rents & Debt Service	\$849,120.00	\$58,911.20	\$586,618.42	\$262,501.58	30.91%	
11. Facilities	\$235,988.00	\$14,549.65	\$163,464.33	\$72,523.67	30.73%	
12. Utilities	\$194,750.00	\$15,576.22	\$120,426.05	\$74,323.95	38.16%	
13. Nutrition & Food	\$3,800.00	\$6,437.03	\$7,496.56	\$(3,696.56)	-97.28%	
14. Transportation & Travel	\$3,500.00	\$824.80	\$1,980.32	\$1,519.68	43.42%	
15. Capital Purchases	\$12,100.00	\$1,075.00	\$27,999.55	\$(15,899.55)	-131.40%	
80. Title I - 050	\$70,833.62	\$0.00	\$0.00	\$70,833.62	100.00%	
81. IDEA - 060	\$134,543.00	\$6,613.75	\$100,861.78	\$33,681.22	25.03%	
82. Title II Improving Teacher Quality - 103	\$2,581.18	\$0.00	\$0.00	\$2,581.18	100.00%	
83.	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.00%	
85. IDEA VIB Special - 118	\$900.00	\$0.00	\$0.00	\$900.00	100.00%	
<b>TOTAL EXPENSES</b>	<b>\$7,298,225.86</b>	<b>\$569,035.98</b>	<b>\$5,086,480.63</b>	<b>\$2,211,745.23</b>	<b>30.31%</b>	
<b>NET SURPLUS/(DEFICIT)</b>	<b>\$93,134.01</b>	<b>\$654,662.96</b>	<b>\$1,084,847.95</b>			