

Neuse Charter School Board of Directors Meeting Minutes – June 23, 2018

Board Members Present:

Dawn Dixon, Chair
Paul Worley, Vice Chair
Rodney Dunn, Treasurer
Nichole Booker
Jason Cummings
Michelle Denning
Chris Johnson
Jimmy Lloyd
Robbie Taylor

Board Members Absent:

Tony Gupton, Past Chair
Dave Neville, Ex-Officio NCSF

Call to Order [9:00 am]

Dixon called the meeting to order at 9:00 a.m. Johnson welcomed everyone to Johnston County Airport and announced some housekeeping items.

Dixon asked everyone to introduce themselves and then encouraged everyone to be mindful of the time as there is a full meeting and retreat scheduled for the day.

Dixon read the Ethics Statement. All board members were given the opportunity to respond to the Conflict of Interest statement.

Agenda Review [9:04 am]

Pullium presented the additional items for Consent Agenda: Carolina Children’s Therapy contract, JaniKing custodial contract, North Carolina Sound contract, and Facilities Maintenance Technician salary schedule. All of these were presented to Executive Committee this week.

Motion by Worley, seconded by Booker, to accept the meeting agenda. Passed unanimously at 9:05 am.

Public Comment [9:05 am]

None.

Approval of Minutes [9:05 am]

Motion by Johnson, seconded by Worley, to approve May minutes. Passed unanimously at 9:05 am.

Booster Club Report [9:05 am]

Pullium reported that she is working with Lynch in developing the Athletic Ad Hoc Committee.

SGA Report [9:06 am]

None.

Directors Report [9:06 am]

Personnel:

Pullium reported that Mr. William Dixon has decided not to retire. NCS wishes him well in his future endeavors.

Budget 2019:

Pullium has set the maximum ADM with DPI for 2018-19 at 975. The current FY19 budget is set with 950 enrolled, and with current enrollment now at 975, we should fall between 950-975. NCS currently has 301 on the wait list. The Kindergarten class has been the one most impacted by the new charter; however, Pullium still feels like that will not be an issue.

Town of Smithfield Grant:

Pullium reported that NCS received a letter from Town of Smithfield granting \$1,000 for FY19 to purchase calculators. Dixon asked about purchasing calculators that can be used with higher learning institutions as she has seen students have a learning curve coming out of high school. Silver noted we are mandated by the state based on testing guidelines. In the past, NCS has encouraged students to use the calculators that they will be using on the tests so that it doesn't impact their test scores. DPI has a list of preapproved calculators.

PLUS Update:

There is a soft launch of the PLUS website under the academic section of the NCS website. It still needs to have historical contexts and photos. Eventually, there should be Canvas links to host trainings for our parents. We are working on a marketing plan to get materials so that we can get the language moving.

Personnel:

Pullium has recommendations for closed session. Currently NCS still has vacancies in the following areas: 3rd grade, 7th grade ELA and math, Intermediate EC Teacher, K-12 EC Director.

Consent Agenda [9:14 am]

Motion by Dunn, seconded by Worley, to accept Consent Agenda items. Passed unanimously at 9:15 am.

Finance [9:15 am]

Dunn reported no major changes since last meeting. NCS looks to end the year with a little over \$84k. NCS does accrual-based accounting and has to reconcile up to 60 days after close of the year (June 30). \$50k has been moved to savings account per DPI instructions. The year-end bonus was paid at \$250 per employee through the June payroll.

Motion by Booker, seconded by Cummings, to approve the May budget. Passed unanimously at 9:17 am.

Facilities [9:17 am]

Johnson reported that the committee has a meeting on Monday. Construction is a bit behind schedule but we should still get into the new building on time even with rain delays. Pullium is working with the Facilities Board to see if there are contingency funds to cover wiring. Johnson also recommended that we do not donate any of our roads at this time to the town of Smithfield as we don't know future traffic patterns at this time, and we don't want to limit our options.

Worley noted that our ownership stops at the property line up to the road. Johnson stated we should be aware as Kelly builds out there may be problems allowing our parents to stack in front of the new businesses.

As Kelly Dr. gets developed, our land to the right will be prime for future development and might be a good opportunity for water and sewer easements to run parallel to natural gas line. We might consider giving an easement for exchange for a sewer tap.

Personnel [9:21 am]

Closed Session.

Academic Affairs [9:21 am]

Dixon reported that the presentation will be given during the Retreat.

Resource Committee [9:22 am]

No report.

Board Development [9:22 am]

Lloyd presented updates to the by-laws to sit for 30 days. The name of the Executive Director needs to be updated with Secretary of State's office. Lloyd explained that the by-laws call for an actual name as registered agent. Any and all bylaw changes must be sent to DPI.

Old Business [9:33 am]

None.

Dunn noted that the Board should consider a Charter Review next. Smith reminded to submit all documents at one time.

New Business [9:34 am]

Dixon reported that Gupton has submitted his resignation. The Board will do a formal recognition at a later date. With this resignation, Dixon noted that the Board might want to consider opening up for nominations this upcoming year.

Dixon will send a form to Board members for continuance of membership and participation for the 2018-19 year. New members are not up for renewal at this time.

Dixon asked if there were any officers who do not want to continue for next year and reminded that the board needed to fill the secretary position.

Motion by Johnson, seconded by Taylor, to nominate Booker as secretary in addition to the continuance of existing officers. Passed unanimously at 9:42 am.

Dixon appointed the following Committee Chairs for 2018-19:

Academic Committee – Dixon

Finance Committee – Dunn

Executive Committee – Dixon

Resource Committee – Johnson

Board Development Committee –Denning

Johnson will chair the Resource Committee. Dunn noted that NCS needs to hire a compensated individual to help in this area. Johnson has some ideas and is willing to try for a year.

Pullium presented a new construction item and continuing service item - \$14,735.82 for new addition security features and additional cameras in HS commons and front business office. There is facilities reserve budget to cover this, but NCS is working with Facilities Board to see if there are funds available through construction budget.

Motion by Johnson, seconded by Dunn to approve the additional facilities expense. Passed unanimously at 9:52 am.

Denning questioned the appointing of committee members. Dixon clarified that she is giving Committee Chairs the authority to appoint their own members.

Motion by Johnson, second by Cummings, to move into closed session for personnel and administrative discussion per NCGS 143-318.11(a)(6). Passed unanimously at 9:53 am.

Motion by Dunn, seconded by Cummings, to reconvene in regular session. Passed unanimously at 11:04 am.

Motion by Dunn, seconded by Denning, to approve the Director's personnel recommendations. Passed unanimously at 11:04 am.

Motion by Denning, seconded by Lloyd, to accept the evaluation as discussed in Closed Session. Passed unanimously at 11:04 am.

Motion by Johnson, seconded by Dunn, to accept the Executive Director's contract as discussed in Closed Session. Passed unanimously at 11:04 am.

Motion by Johnson, seconded by Taylor, to adjourn. Passed unanimously at 11:05 am.

Motion by Denning, seconded by Booker, to reconvene in Open Session. Passed unanimously at 11:06 am.

The BOD acknowledges that Cummings was not involved in Closed Session or voting for the Director's personnel recommendations due to a Conflict of Interest.

Motion by Johnson, seconded by Taylor, to adjourn. Passed unanimously at 11:06 am.

Respectfully submitted,
Paul Worley, Vice Chair/Secretary