

## HCS Board Meeting 5-20-19

### **Attendance**

Attending: Ricky Cannon, Jean Spruell, Ron Elkins, Joe McDowell, Nicole Flanary, Joyce Betts

Absent: Zane Stillwell, Cara Archer, Richard James

Staff attending: Juliana Harris, Kelly Craft

### **Meeting Called to Order**

Meeting called to order by Chairperson Joe McDowell at 7:05 PM

Joe added a Thought of the Day for members: "It don't come easy, You know it don't come easy, starting a charter school" Adapted from the song by Ringo Starr. Joe followed with the emphases for the day, "Failing to prepare is the same as preparing to fail." (Ben Franklin) and "Let us not become weary in doing good, for at the proper time we will reap a harvest if we do not give up." Galatians 6:9.

Joe stated that he and Joyce met with a group of Scotland Neck clergy, shared info about HCS, and answered questions.

Motion to approve agenda by Ricky, Nicole with the 2nd, motion carried unanimously.

Motion to approve minutes from 4-29-19 minutes by Nicole, Joyce with the 2nd, motion carried unanimously.

Mission of HCS was reviewed by Joe.

### **Documents and Policies for Approval**

Juliana presented the following documents for approval

-Parent/Student Handbook after discussion around wording Ricky motioned to approve, 2nd by Jean, approved unanimously.

-EC Contingency Plan: Jean motioned to approve, 2nd by Ron, approved unanimously.

-EC Discipline Policy: Ron motioned to approve, 2nd by Joyce, approved unanimously.

-EC Confidentiality: Nicole motioned to approve, 2nd by Joyce, approved unanimously.

-EC Accountability: Ricky motioned to approve, 2nd by Jean, approved unanimously.

-EC Maintenance of Effort: Jean motioned to approve, 2nd by Ron, approved unanimously.

-EC Child Find: Ron motioned to approve, 2nd by Joyce, approved unanimously.

-Grading Scale: Joyce motioned to approve, 2nd by Ricky, approved unanimously.

-Report Cards: Nicole motioned to approve, 2nd by Ricky, approved unanimously.

-Student Promotion: Ron motioned to approve, 2nd by Jean, approved unanimously.

- Student Retention: Ricky motioned to approve, 2nd by Jean, approved unanimously.
- Staff Evaluations after a brief discussion Joyce motioned to approve, 2nd by Nicole, approved unanimously.
- Student Records: Ricky motioned to approve, 2nd by Joyce, approved unanimously.
- Parental Involvement: Nicole motioned to approve, 2nd by Joyce, approved unanimously.
- The School and the Community: Ricky motioned to approve, 2nd by Nicole, approved unanimously.
- Campus Visitors: Ron motioned to approve, 2nd by Jean, approved unanimously.
- Facility Contingency Plan: Ricky motioned to approve, 2nd by Nicole, approved unanimously.
- Licensure Plan: Joyce motioned to approve, 2nd by Nicole, approved unanimously.
- Flexible Benefits with SHP: After discussion regarding potential costs to school and school responsibilities, Ricky motioned to table further discussion and a vote until the next meeting, Ron with the 2nd, approved unanimously.
- Transportation Plan: Discussion around our intent to purchase 2-3 school buses including one that is handicap accessible. Ricky motioned to approve, 2nd by Nicole, approved unanimously.
- Professional Development Plan: Ricky motioned to approve, 2nd by Jean, approved unanimously.
- Lunch Service Policy: Ricky motioned to approve, 2nd by Nicole, approved unanimously.
- School Lunch Program Policy: Ricky motioned to approve, 2nd by Joyce, approved unanimously.
- Contracted Vendor Inspections: Ron motioned to approve, 2nd by Ricky, approved unanimously.

Ron to investigate any requirements and regulations specific to us as we will be using the myhotlunchbox.com program.

Joyce mentioned that she would like to revisit the handbook at a later date to have more discussion around the bullying policy. Juliana stated that she would like to schedule training for parents/staff on the use of mobile devices in bullying.

Joe informed the board that CFA will not be able to provide HCS with financial management support as previously planned. We have been referred to Mark Kramer of Sterling Outsourced Financial, Inc. We are also looking for a new partner to provide Power School Support.

Ricky motioned to give the principal and Chair of the Board the authorization to contract with a new financial management group and Power School partner after checking references, 2nd by Nicole, approved unanimously.

### **2019-2020 Budget and Contingency Budget**

Discussion around budget projections was informed by Nicole. The group discussed the possibility of opening 2nd classes for waitlisted grade levels. The group decided to continue the discussion at a later meeting and delay a motion and vote until we have additional data.

The group wants to plan an Enrollment & Application event at the school campus with the next 30 days to garner some additional applicants, educate enrolled families, and secure any outstanding enrollment packages.

### **EC Related Services Groups for Contract**

Juliana informed the group that she is working to contract with providers for speech therapy, physical therapy, and occupational therapy. She has identified and communicated with professionals in each category.

### **Enrollment Update**

Ron provided the enrollment update to the group noting that 174 students have been both accepted and confirmed and as of 5/21/2019 at noon we had an additional 17 on a waitlist.

### **Building and Grounds Update**

We will add some emergency lighting, take down certain panels, repair some floor damage, and paint. A general contractor will be providing estimates for these repairs by the end of the week.

### **Finance Update**

Ricky shared that HCS has been approved for a line of credit with BB&T and our chairperson and others will meet with the bank to handle any necessary paperwork.

The group gave Ricky a well-deserved round of applause for his success, hard work, and dedication to his projects he is heading up for the school.

Ron motioned to authorize the board chair and the chair of buildings and grounds to contract with a general contractor to make repairs to our facility utilizing our line of credit, 2nd by Nicole, approved unanimously.

### **Miscellaneous**

Kelly Craft has confirmed that our name has been changed in the NC Secretary of State's website and she is working on completing our 501c3 documentation.

Ron motioned to adjourn, 2nd by Nicole, motion carried unanimously.

Next meeting scheduled for 6/17/19 at 7 PM