



NCVA is a community of students, families, and educators dedicated to expanding educational choice through innovative and technology-rich instructional practices, and accountable for developing each student's full potential for academic and post-secondary success.

**April 01, 2019, Regular Board Meeting
Minutes**

**Regular Meeting – via Conference Call
North Carolina Learns, Inc.
Board of Directors
1-888-824-5783 passcode: 73138271#**

Board Members Present		Board Members Absent	Others in Attendance Non-Voting
Dr. Steve Moody	Dr. Steven Peters	Dr. Ronald Kantor	Chad Long
	Walter Martin	Dan Swartz	Chris Withrow, Executive Director
Sara Struhs	Brenda Robertson		Dr. Joel Medley, K12
			John Kramer, K12
			Amanda Jones K12
			Heather Harvey, K12
			Sharon William, K12

I. CALL TO ORDER

Dr. Steve Moody called the meeting to order at 5:07 pm. Before conducting business, the Executive Director took roll to ensure that a quorum of the board existed. With a quorum present, board business could be conducted.

The mission was read for the full board to drive the actions and deliberations for the remainder of the meeting.

ACTION: Mrs. Sara Struhs made a motion to accept the agenda and minutes from previous meetings, seconded by Mrs. Brenda Robertson. The motion passed unanimously.

II. COMMUNICATIONS:

No requests for public comments were received.

III. CONSENT ITEMS:

Hire Ashleigh Armstrong – Teacher
Administrative Withdrawal
Delegation of Authority
Lease for Office Space

ACTION: Mr. Walter Martin made a motion to approve the consent items, seconded by Dr. Steven Peters. The motion passed unanimously.

IV. DISCUSSION ITEMS:

- a. Mrs. Heather Harvey presented the board with the details regarding our end of year testing plan. The plan included locations, number of students involved, communication procedures and test prep plans.
- b. Mr. Chad Long and Mr. John Kramer updated the board with a financial review, noting a full quarterly update will be presented at the May 05, 2019 finance committee work session. Details of review follow:

Enrollment

Enrollments for FY18-19 is 2,439 which is three students higher than budgeted.

Funding

Estimated to be \$17.5M, which is \$756K higher than budgeted.

Current Year Surplus, Fund Balance and ESP Discount

The surplus is currently estimated to be approximately \$890k, before the 3% Top-off Reserve. After the reserve top-off, the school is estimated to be at breakeven.

The current estimated cash available is \$5,918,041.

The committee discussed the March invoice of \$707,212,68 and is recommending the board approve it at its next meeting.

Per state law, NCVA must be charged sales tax on purchases even though we are a not for profit corporation. There is a period each year in which we submit documentation to the state for reimbursed of taxes paid. K12

has paid the sales taxes on our behalf thus far and is invoicing NCVA for reimbursement. During the filing window, we will reclaim the tax payments from the state.

- o The delegation of authority specifies whom within the corporation may sign checks and for which specified dollar amounts.
- c. Dr. Steve Moody read into the record a resolution to initiate a process with the Charter Schools Advisory Board requesting that our school be treated as any other charter school allowing us to grow by up to 20%. The resolution follows:

“The NC Leans, Inc. Board of Directors believes that NCVA, as a public charter school, is entitled to grow by 20% just like any other charter school in North Carolina. In adopting this resolution, we initiate the request to receive this growth through the Charter School Advisory Board at its May 2019 meeting.”

- d. HOS Update started with positive stories on students, just like always, and included a “Senior Spotlight”
 - The Performance Framework update indicated a change by the Office of Charter Schools in how the information is collected. At this time, the school has not received an “official” statement on operational or financial compliance by the state.
 - Numbers for re-registration and the school’s lottery were provided for the board to understand the demand for the school – particularly important with the prior resolution. One interesting factor about the 3% indicating they are not returning is that all seniors that have responded have chosen the “not returning” option for clear reasons.
 - Data from the board’s “On the Spot” bonus program was shared. 30 of these smaller, bonuses have been given to board employed staff based upon nominations from administrators and teachers. Funds still remain in the category and will be distributed based on behavior that is exhibited during state testing.
 - Withdrawal data was also presented, showing that the January/February school months had historically high numbers of withdrawals. In parsing the data, we looked at those that were with us for fewer than 30 days. While some of them were simple “no shows,” others remained for less than 5 days. The K12 call center helped us find a few, random families that fell into that category to have conversations about why they left so quickly. Those calls revealed the mid-year transition was particularly difficult for them and shows that we need to work on that time period for new students – we believe our idea to “W.O.W.” new families will help. We are using a “week of welcome” for all incoming students next year.

- e. Dr. Stephen Peters shared with the board the activities taken by the Academic Committee including EOC test data from the 1st semester, the use of NWEA testing, and academic goals.
- f. Dr. Steve Moody shared the activities of the finance committee including discussion of funding, the March invoice and, Tax Invoice. The committee recommends the board approve the invoices.

V. ACTION ITEMS:

March Invoice
Two Miscellaneous Invoices
Board Resolution

ACTION: Dr. Steve Mood, on behalf of the finance committee, made a motion to approve the invoices, seconded by Mrs. Sara Struhs. The motion passed unanimously.

ACTION: Dr. Steve Moody, on behalf of the finance committee, made a motion to approve the board resolution, seconded by Mr. Walter Martin. The motion passed unanimously.

VI. CHAIRPERSON COMMENTS

April 05, 2019 – Grandfather Mountain School Outing
April 10, 2019 – Capital Day
April 11, 2019 – Middle School Dance
April 11, 2019 - Prom
May 04, 2019 – Finance Work Session
May 16, 2019 – Kindergarten Celebration
June 12, 2019 – Graduation
July 21 – 31, 2019 – NC Association for Public Charter Schools Conference

VII. ADJOURNMENT

A motion was made to adjourn the meeting by Dr. Steve Moody and properly seconded by Mr. Walter Martin. The motion passed unanimously. With the completion of all agenda items and no new business items, the meeting was adjourned.

The meeting ended at 5:54 PM.

The next scheduled board meeting will be May 06, 2019, 5 PM.