

**Davidson Charter Academy: A Challenge Foundation Academy
Regular Board of Directors Meeting
August 2, 2022, Minutes**

A regular meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held on Tuesday, August 2, 2022, at the school located at 500 Biesecker Rd, Lexington.

Members present were Greg Turlington, Amanda Whitaker, Christine England, and Kristin Briggs. Absent were Andrew Lance and Warren Alston. Present for DCA: CFA were Lori James and Jennifer Flury.

CALL TO ORDER

Board Chair, Greg Turlington called the meeting to order at 6:00pm

PLEDGE OF ALLEGIANCE AND MISSION STATEMENT

The Pledge of Allegiance was recited and the DCA Mission Statement was read.

ADOPTION OF AGENDA

** Motion made by Amanda Whitaker to adopt the agenda, seconded by Kristin Briggs, motion passes unanimously.

APPROVAL OF MINUTES – 6/6/2022

6/28/2022 Special Meeting

**Motion by Christine England to approve the 6/6 and 6/28 minutes, seconded by Amanda Whitaker, passes unanimously.

PUBLIC ADDRESS

None

DIRECTOR OF EDUCATION UPDATE

- Indicated that EOG scores from 2021-2022 school year will be released in September.
- Fully staffed educational personnel is 57. Still need to hire 6 teachers and 2 teacher assistants. Also have a student teacher scheduled.

DIRECTOR OF BUSINESS OPERATIONS REPORT

- FYE 2022 budget has been updated with all federal and state funds spent by their expiration.
- Days Cash on hand and DSC bond covenants were met at 165.42 days and 2.45x.
- NC General Assembly passed pay increases that apply to charter school employees and DCA will apply those increases.
- Renovations including painting and flooring in the middle school modulars have been completed along with painting and repairs in the elementary school. New gym equipment shed has been completed.
- Employee benefits have been renewed with very little increase or a decrease in cost for both employees and the school.

FINANCIAL REPORT

- Adjustments have been made to finalize 2021-2022 budget.

****Motion by Christine England to approve all adjustments and the final budget, seconded by Kristin Briggs, passes unanimously.**

CF PROPERTIES REPORT

- None

OLD BUSINESS

Facemask Policy

- As directed by the state this must be discussed and voted on monthly.

****Motion by Christine England to continue with masks optional as approved on 2/15/2022 and implemented on February 22, seconded by Kristin Briggs. Motion passes unanimously. Policy will be revisited during the September meeting.**

Middle school construction

- Shelco was recommended as the general contractor by both our architect and project manager with Cushman Wakefield.
- Bonds process with RoseMawr is progressing.

Update on Board Member Terms – Tabled until Andrew Lance is available for discussion.

2022-2023 Budget Amendments

- Income has been adjusted to reflected approved funding by state and local municipalities.
- Various expenses have been adjusted to accurately reflect changes in personnel, office supplies, debt service regarding the new bonds, and other smaller items.

****Motion by Amanda Whitaker to approve all adjustments, seconded by Christine England, passes unanimously.**

NEW BUSINESS

Grading Policy Update

- Grades K-2 will have a 4-point rating system.
- Homework will be given Monday-Thursday and is used for additional skills practice.
- Grades 3-8 will have a 10-point scale.
- Late work will be accepted within a 3-day window.
- Makeup work due to absence will be accepted within a 3-day window upon return to the classroom.

****Motion by Christine England to approve policy as presented, seconded by Amanda Whitaker, passes unanimously.**

Employee Leave Policy Update

- Minimal changes. Only increase in daily rate, PLDs can only be taken in 4-hour increments, and “Military Duty” wording changed to “Military Leave”.

**Motion by Kristin Briggs to approve policy as presented, seconded by Christine England, passes unanimously.

Conflict Of Interest Policy (Annual Review)

- Board reviewed current Conflict of Interest Policy, signed, and returned to administration for filing.

Awarding of New Auditor

- Due to the late auditor filing for FYE2022, bids were solicited for a new auditor. Sharpe Patel CPA was recommended as the new auditor.

**Motion by Greg Turlington to award the contract to Sharpe Patel CPA, seconded by Christine England, passes unanimously.

New Hires

- Stephanie Fritts (Office Manager), Dr. Tina Alexander (K-5 Academic Dean), Ciara Norris (Elementary Teacher), Lori Ross (Middle School Electives), and Megan Lawrence (EC).

**Motion by Amanda Whitaker to approve the new hires, seconded by Kristin Briggs, passes unanimously.

Staggered Start/Dismissal and Carpool Line

- Significant discussion was had regarding positive/negatives of staggered start/dismissal and carpool challenges. Administration shared feedback on both items with the Board acknowledging that it is a change to previous years but is necessary to accommodate the amount of traffic in/around the school as construction on the new middle school begins.

CLOSED SESSION

No reason for closed session.

ADJOURNMENT

** Christine England makes a motion to adjourn, seconded by Amanda Whitaker, passes unanimously. Meeting adjourned at 8:30 pm.

**Davidson Charter Academy: A Challenge Foundation Academy
Special Called Board of Directors Meeting
September 12, 2022, Minutes**

A special called meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held Monday, September 12, 2022.

Members present were Greg Turlington, Warren Alston, Andrew Lance, Amanda Whitaker, Christine England and Kristin Briggs. Present for DCA: CFA were Lori James and Jennifer Flury.

CALL TO ORDER

Board Chair, Greg Turlington called the meeting to order at 5:31pm

ADOPTION OF AGENDA

** Motion made by Christine England to adopt the amended agenda, seconded by Warren Alston, motion passes unanimously.

NEW BUSINESS

**Motion by Warren Alston to approve the Sole Member LLC, Reimbursement and Lessee's Resolutions, seconded by Amanda Whitaker, passes unanimously.

CLOSED SESSION

No reason for closed session.

ADJOURNMENT

**Warren Alston makes a motion to adjourn, seconded by Christine England, passes unanimously. Meeting adjourned at 5:34pm.

Davidson Charter Academy: A Challenge Foundation Academy
Regular Board of Directors Meeting
September 20, 2022, Minutes

A regular meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held on Tuesday, September 20, 2022, at the school located at 500 Biesecker Rd, Lexington.

Members present were Greg Turlington, Warren Alston, Andrew Lance, Amanda Whitaker, Katie Moore, Christine England and Kimberly Wyatt. Present for DCA: CFA were Lori James and Jennifer Flury. Kristin Briggs was absent.

CALL TO ORDER

Board Chair, Greg Turlington called the meeting to order at 6:00pm

PLEDGE OF ALLEGIANCE AND MISSION STATEMENT

The Pledge of Allegiance was recited and the DCA Mission Statement was read.

ADOPTION OF AGENDA

Amended the minutes to reflect the called meeting being held on 9/12 instead of 8/12.

** Motion made by Christine England to adopt the amended agenda, seconded by Warren Alston, motion passes unanimously.

APPROVAL OF MINUTES: 8/2/2022

9/12/2022 Called Meeting

8/2: Corrected typo on page 1, adjusted “4 point scale” to be “4 point rating system”

**Motion by Christine England to approve the amended 8/2, seconded by Amanda Whitaker, passes unanimously.

9/12: Corrected typo on page 1.

**Motion by Christine England to approve the amended 9/12 minutes, seconded by Amanda Whitaker, passes unanimously.

PUBLIC ADDRESS

No public address

RECOGNITION OF GUESTS

No guests were present

DIRECTOR OF EDUCATION REPORT

- Commended the data managers for working through the waitlist and managing the enrollment numbers.
- Updated the board on staffing numbers. Hired 22 new staff members for this current year and supervise 56 employees. Praised the Educational Leadership Team for their hard work and dedication, and the impact that is having on the staff and the school.
- Updated on the curriculum being used and structure behind teacher development. As the year progresses these will be further implemented and strategically used to foster student growth. Teacher evaluations are ongoing and ahead of schedule.
- PTO has been re-formed and will be active moving forward.
- Most challenging time in education due to a number of factors such as teacher shortage, salary discrepancies, poaching, etc.
- Working through issues with technology in the classrooms, staggered start times and issues with the car rider lines.
- Fall NWEA testing began today (9/20). Once testing is done the data will be used for targeted instruction moving forward. 3rd grade numbers are very encouraging for the start of a school year.
- Currently the school is rated as a D school, just slightly missing a C grade. The team has plans in place to address this and have built the strategy this year around that plan.
- School Improvement Team will be re-instituted, Administration will be more present in the classroom and provide feedback based on those visits, give teachers the tools to succeed through Instructional Framework and utilization of data,
- Update from the PTO, board has been elected, focus this year will be on teacher appreciation. Upcoming Events: 10/15 - Fall Festival, 10/28 - Book-o-Ween, 11/7 - Chick-Fil-A fundraiser, 11/11 - Cheer Mania Night.

DIRECTOR OF BUSINESS OPERATIONS REPORT

- 22-23 budget has been updated to reflect YTD numbers, no changes at this time. Bonds are scheduled to close at the end of September, and final numbers are being calculated for the closing.
- Current enrollment is at 589, less than the 624 projected. Budget will be adjusted once the final Average Daily Membership that will be funded is determined.
- Surprise inspection from the fire marshal, no violations found. Receiving bids for landscaping services to replace expiring agreement.
- Issues with walkie-talkies to start the year. Student and staff devices are in need of repair. Better tracking will be used to hold students accountable for damage when it occurs. Age beginning to show for some other items such as projectors and needing to be replaced.
- Increased number of students needing assistance with medication or their health plans. Extent of this was not known prior to the school year. Moving forward a better way to obtain this

information needs to be implemented. DPS officers are making weekly safety visits to the school per state guidelines to assist staff and help address/identify safety concerns.

- Contact tracing is no longer recommended, school nurse will assist with determining return dates to campus and providing a mask when needed.

FINANCE COMMITTEE REPORT

- Accounts have been updated to reflect the updated totals for July and August.
- No amendments to the budget until the updated attendance numbers from the state are known.

CF PROPERTIES REPORT

- Conference calls are held monthly for both administrators and board members. If anyone would like to attend future calls those can be registered for on their website.

OLD BUSINESS

Update Board Member Terms

- Clarifying the duration of the current term for Andrew Lance. He agreed to serve a 3-year term from July of 2022 to June of 2025.

**Motion by Christine England to renew his board member term, seconded by Amanda Whitaker, passes unanimously.

NEW BUSINESS

Grading Policy - Update

- Changes to the policy made to reflect changes in current instruction and student learning compared to when it was implemented in COVID. Policy reflects the difference between K-2, 3-5, and 6-8.
- Homework will not be a graded category for grades 3-5, but will be graded and count as 10% for grades 6-8.

**Motion by Amanda Whitaker to approve the updated grading policy, seconded by Warren Alston, passes unanimously.

New Hires

- Lori presented four new employees to the board for approval for the 2022-2023 school year.

****Motion by Amanda Whitaker to approve the new hires, seconded by Christine England, passes unanimously.**

CLOSED SESSION

****Warren Alston makes a motion to go into closed session pursuant to NC General Statute 114-318.11 to discuss personnel issues. Seconded by Christine England, passes unanimously.**

Entered at 7:06.

****Christine England made a motion to exit closed session at 8:15. Seconded by Warren Alston, passes unanimously. No action was taken.**

ADJOURNMENT

****Warren Alston makes a motion to adjourn, seconded by Amanda Whitaker, passes unanimously. Meeting adjourned at 8:16pm.**

Davidson Charter Academy: A Challenge Foundation Academy
Regular Board of Directors Meeting
October 18, 2022, Minutes

A regular meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held on Tuesday, October 18, 2022, at the school located at 500 Biesecker Rd, Lexington.

Members present were Greg Turlington, Warren Alston, Andrew Lance, Amanda Whitaker, Christine England, and Kristin Briggs. Present for DCA: CFA was Lori James. Jennifer Flury was absent.

CALL TO ORDER

Board Chair, Greg Turlington called the meeting to order at 6:01pm

PLEDGE OF ALLEGIANCE AND MISSION STATEMENT

The Pledge of Allegiance was recited and the DCA Mission Statement was read.

ADOPTION OF AGENDA

** Motion made by Kristin Briggs to adopt the agenda, seconded by Christine England, motion passes unanimously.

APPROVAL OF MINUTES:

No amendments

**Motion by Christine England to approve the 9/20 minutes, seconded by Kristin Briggs, passes unanimously.

PUBLIC ADDRESS

No public address

RECOGNITION OF GUESTS

Tracy Banker from CF Properties was present for the meeting.

DIRECTOR OF EDUCATION REPORT

- No new students have been accepted since October 1st or will be accepted moving forward.
- First grade classrooms were adjusted due to enrollment, four classes have been merged into three. The teacher of the fourth class has moved up to teach in fourth grade. The three classes have 24 students per class, which is larger than desired, but the teachers are doing great considering this adjustment.

- Lottery for 2023-2024 school year will open in December, and staff is working to prepare for that now.
- First round of teacher observations has been completed. Teachers received feedback and will be able to utilize that moving forward.
- Discussed NWEA MAP Assessment scores. These tests test the student's proficiency at their current grade level. This data is used to support students across the grading scale to improve the at and below average and continue to challenge the above average students.
- Christine noted that 2nd grade is the lowest performing grade in all subjects. This can be attributed to the pandemic, and those students beginning kindergarten virtually and on a partial schedule due to COVID restrictions. Lori stated that the State has identified deficiencies at the 4th grade level, but not for 2nd grade. In the EC world 2nd grade has been identified as needing additional attention.
- Federal funds are being audited by NCDPI, concerning all federal funds provided to the school. Interviews are being held with staff, and documentation is also being provided to NCDPI regarding these funds. Currently the school has 5 grants that have been written for the 2022-2023 school year.
- The Fall Festival was held on 10/14 and was a great success. Big turnout, both from current and former students, as well as community members. Lori thanked Challenge Foundation for their support.
- Upcoming events include Book-O-Ween on October 28, and two PTO fundraisers on 11/7 (Chick-Fil-A) and 11/11 (Cheer Mania).
- Amanda asked if any teachers had volunteered to be teacher representatives to the board. Lori is working with the teachers and staff to identify potential members. The board is open to adjusting the structure of the teacher representative role as needed. The input from the teachers, and the ability for them to share the information from the meetings to the other staff is very valuable.

DIRECTOR OF BUSINESS OPERATIONS REPORT

- Jennifer Flury was unable to be present tonight, so Greg presented some brief highlights of her report.
- Middle school funding bonds have closed.
- Enrollment for the school is 584. Upcoming budget will reflect this number.
- Still having issues with some computers and other technology.
- Middle school construction is well underway.

FINANCE COMMITTEE REPORT

- No changes to the budget at this time. Now that final numbers are known for the school year the budget will be adjusted to reflect that.
- Compared to last year at this time, the budget looks to be in great shape.

CF PROPERTIES REPORT

- Warren introduced Tracy Banker, who oversees the representatives of CF to the various member schools. Tracy encouraged the board to check out the updated website and events and reminded them of the monthly calls.

OLD BUSINESS

Middle School Construction

- Construction is underway, the foundation for the gym has been poured, and walls in certain areas may be seen going up in the next few weeks.

NEW BUSINESS

New Hires

- Lori presented two candidates for elementary school teachers for approval.

**Motion by Christine England to approve the new hires, seconded by Warren Alston, passes unanimously.

CLOSED SESSION

No reason for closed session

ADJOURNMENT

**Warren Alston makes a motion to adjourn, seconded by Kristin Briggs, passes unanimously.
Meeting adjourned at 6:40pm.

Davidson Charter Academy: A Challenge Foundation Academy
Regular Board of Directors Meeting
November 15, 2022, Minutes

A regular meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held on Tuesday, November 15, 2022, at the school located at 500 Biesecker Rd, Lexington.

Members present were Greg Turlington, Warren Alston, Andrew Lance, Amanda Whitaker, Christine England, Kristin Briggs. Present for DCA: CFA were Lori James and Jennifer Flury.

CALL TO ORDER

Board Chair, Greg Turlington called the meeting to order at 6:00pm

PLEDGE OF ALLEGIANCE AND MISSION STATEMENT

The Pledge of Allegiance was recited and the DCA Mission Statement was read.

ADOPTION OF AGENDA

** Motion made by Christine England to adopt the agenda, seconded by Amanda Whitaker, motion passes unanimously.

APPROVAL OF MINUTES:

Amended the minutes to clarify the foundation was poured for the gym at the middle school. Also removed the staff representatives from the members present.

**Motion by Kristin Briggs to approve the amended 10/18 minutes, seconded by Christine England, passes unanimously.

PUBLIC ADDRESS

Angie Davis addressed the board regarding teacher departures.

RECOGNITION OF GUESTS

There were no guests present

DIRECTOR OF EDUCATION REPORT

- Enrollment has closed for the year; 578 students are enrolled for the 2022-2023 school year.

- Attendance and truancy have continued to be an issue with students. The attendance policy has been revised and adjusted to ensure compliance with the Compulsory Attendance Act. Unexcused absences, tardiness, and early dismissal are all at much greater levels than desired.
- Fall NWEA scores have been sent home to families, and teachers have received the data for their students as well.
- Instructional Leadership Team met on 11/2. This team is comprised of leaders from each grade level.
- ESSER-GEER Federal Funds were audited by NCDPI on 11/10. Feedback has not been given yet but will be shared when it is received.
- Charter School Advisory Board has requested the board and administration be present for a meeting on December 6th to discuss the renewal of the charter. This presentation will help determine the length of the charter renewal.
- There have been requests from outside providers to provide services at our school. The board will review the Facility Usage Policy and revisit at a later meeting.

DIRECTOR OF BUSINESS OPERATIONS REPORT

- State has finalized the ADM number for the school year at 580, and the budget has been adjusted accordingly.
- ESSER-GEER audit was completed. School was praised for having all budget reports match and having documentation in place for each grant.
- Fiscal Year Financial Statement and Compliance Audit for 2022 is still underway.
- Based on ADM of 580 for 2022-2023, the maximum enrollment number for 2023-2024 is 696, which is 24 less than the 5-year projections.
- Working with janitorial supply company to test different products to cut costs and use consistent items across middle and elementary school.
- New safety padding has been installed in the multi-purpose room.
- Continuing to work through technology issues with walkie-talkies and projectors.
- School participated in National Earthquake Drill on October 20 to great success. Fire drill in October was conducted with no advance notice. Response was slower than when advance notice was given, and improvements will be made based off this.
- Progress being made on the construction of the building and site work.
- NCDOT made two visits to observe the dismissal process at the end of the day. The school does not need to extend the current loop, and the savings will be used towards offsetting the stormwater management costs. They recommended that the car loop area be fenced in to separate that area from the school so the loop can be opened sooner and prevent any overflow onto the road. The area from the previous loop extension plan will be graded for a future potential field but not completed at this time.
- Project is still on track to be completed by August 15, 2023.

FINANCE COMMITTEE REPORT

- Balance sheet shows higher bond totals due to construction bonds and construction process.

- Revenue adjusted on the Budget to reflect the current ADM numbers, and the Local Per Pupil Funds. Line Item added to track bond revenue as it is being drawn down and used for the middle school construction.
- Personnel numbers adjusted to reflect current staffing and payroll.
- Facility Expansion and Improvement line amended to reflect expenditures for middle school construction.
- School is still projected to be well above the minimum required days of cash on hand at the end of the school year.

**Motion by Christine England to approve the amended budget, seconded by Amanda Whitaker, passed unanimously.

CF PROPERTIES REPORT

- Nothing to report at this time.

OLD BUSINESS

Middle School Construction

- Discussed in Director of Business Operations Report

NEW BUSINESS

New Hires

- Lori presented two candidates for approval.

**Motion by Christine England to approve the new hires, seconded by Kristin Briggs, passes unanimously.

Attendance Policy – Revised

- Remote learning options have been removed from the policy. Additional details were added to the early dismissal and tardiness sections. Updated the communication process to reflect the state guidelines. Early dismissals can be tracked internally and will be addressed according to the school improvement plan.

**Motion by Christine England to approve the revised attendance policy, seconded by Amanda Whitaker, passes unanimously.

Title IX Discrimination and Harassment Policy and Title IX Reporting and Grievance Policy

- These policies are required by law.

**Motion by Christine England to approve the policies as presented, seconded by Kristin Briggs, passes unanimously.

School Calendar

- Discussion held regarding how the calendar is laid out based on instructional hours or instructional days. Survey to be sent out to get feedback from parents and teachers.

CLOSED SESSION

**Christine England makes a motion to go into closed session pursuant to NC General Statute 114-318.11 to discuss personnel issues, seconded by Kristin Briggs, passes unanimously.

Entered into closed session at 7:29

**Christine England makes a motion to exit closed session, seconded by Kristin Briggs, passes unanimously. No action was taken.

Exited closed session at 8:21

ADJOURNMENT

**Warren Alston makes a motion to adjourn, seconded by Christine England, passes unanimously. Meeting adjourned at 8:21pm.

Davidson Charter Academy: A Challenge Foundation Academy
Regular Board of Directors Meeting
January 17, 2023, Minutes

A regular meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held on Tuesday, January 17, 2023, at the school located at 500 Biesecker Rd, Lexington.

Members present were Greg Turlington, Warren Alston, Andrew Lance, Amanda Whitaker, Christine England, Kristin Briggs. Present for DCA: CFA were Lori James, Jennifer Flury, Angie Davis, and Brian Feezor.

CALL TO ORDER

Board Chair, Greg Turlington called the meeting to order at 6:00pm

PLEDGE OF ALLEGIANCE AND MISSION STATEMENT

The Pledge of Allegiance was recited and the DCA Mission Statement was read.

ADOPTION OF AGENDA

Amended the agenda to Approve Faculty Representatives during New Business

** Motion made by Christine England to adopt the agenda, seconded by Kristin Briggs, motion passes unanimously.

APPROVAL OF MINUTES:

Amended the minutes to clarify the meeting date of 11/15/2022 in the header. Also amended the Title IX information to clarify that the policies are required by law, not a suggestion from the school lawyer.

**Motion by Amanda Whitaker to approve the amended 11/15 minutes, seconded by Christine England, passes unanimously.

PUBLIC ADDRESS

- Scott Burnette addressed the board regarding the loss of teachers within the school and wondered what the plan was to address that.
- Brandy Clodfelter addressed the board regarding the loss of teachers. Also spoke about the lack of communication from the board and the administration regarding teachers and the school.
- Beverly Tetter spoke about the lack of communication from the school regarding teacher loss and not receiving updates in a timely manner from the school. Asked what they as parents could do to help support the school and teachers and hopes that students and parents will not leave the school as a result of the teacher loss.

RECOGNITION OF GUESTS

There were no guests present

DIRECTOR OF EDUCATION REPORT

- Comparing current open seats to lottery information to determine what grades have seats to fill.
- Working to advertise and get the word out to get lottery applications in earlier this year.
- Attendance remains a concern, very high number of absences, early dismissals, and tardies. Total number has decreased slightly recently.
- ESSER-GEER Monitoring Review was completed, DCA met all requirements and there were no findings in the review.
- An Afterschool Math Enrichment Program was approved, which helps fund math instruction for students deemed "at-risk". Program will run from February through testing dates.
- Internal Program Compliance Review was completed. Total number of EC students served has risen from 47 last year in December to 76 this year. Due to the increase of this population the department will receive a restructure to ensure continued compliance, and an additional EC Teacher Assistant will be needed.
- Grades 1-8 will be taking benchmark assessments this month to prepare for EOGs, and Winter NWEA Map Assessments will begin the week of 1/30.
-

DIRECTOR OF BUSINESS OPERATIONS REPORT

- Audit for the ESSER-GEER federal funds was completed with no findings, the FY 2022 Audit was also completed, and there were no findings.
- Enrollment has gone down by 14 since November.
- Weather caused some issues over the winter break, but all repairs have been completed.
- Damages to student chrome books continue to rise, and repair costs with it.
- 5th grade students completed the D.A.R.E. program. This will continue to be offered and the school will look to offer the TAME program as well.
- Wet and cold weather has delayed pieces of the middle school construction plan, but currently the plans are still to have the Certificate of Occupancy by August 15, 2023.
- Furniture and technology selections are moving forward. Revision 6 drawings have been sent to contractors, small changes that should have a minimal cost impact.
- Project budget is tracking lightly over budget due to wastewater retention requirements; team is looking at areas for cost savings when possible.

FINANCE COMMITTEE REPORT

- No amendments to the budget.

CF PROPERTIES REPORT

- 2023 grant applications came out today, matching funds are no longer required. Changes to the focus of how the grant money is used

OLD BUSINESS

No old business.

NEW BUSINESS

Greg welcomed Angie Davis and Brian Feezor to the board as faculty representatives.

**Motion by Kristin Briggs to approve the new faculty representatives, seconded by Amanda Whitaker, passes unanimously.

New Hires

- Lori presented four candidates for approval.

**Motion by Christine England to approve the new hires, seconded by Warren Alston, passes unanimously.

Employee Leave Policy Revision

- Leave policy was presented with changes suggested by school counsel. Clarifications between how the policy applies to exempt and non-exempt employees, also further clarifies certain areas.

**Motion by Warren Alston to approve the revised Employee Leave Policy, seconded by Christine England, passes unanimously.

CLOSED SESSION

No reason for closed session.

ADJOURNMENT

**Christine England makes a motion to adjourn, seconded by Kristin Briggs, passes unanimously.
Meeting adjourned at 6:42pm.

**Davidson Charter Academy: A Challenge Foundation Academy
Called Board of Directors Meeting
February 3, 2023, Minutes**

A called meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held on Friday, February 3, 2023, at the school located at 500 Biesecker Rd, Lexington.

Members present were Kristin Briggs, Andrew Lance, Christine England, and Greg Turlington. Amanda Whitaker joined the meeting remotely. Present for DCA: CFA were Lori James, Jennifer Flury, Angie Davis and Brian Feezor. Warren Alston was absent.

CALL TO ORDER

Board Chair Greg Turlington called the meeting to order at 5:01pm.

ADOPTION OF AGENDA

** Motion made by Kristin Briggs to adopt the agenda, seconded by Christine England, motion passes unanimously.

Leaders Building Leaders – Professional Services Proposal

- Christine England presented the board with a proposal for Professional Services from Leaders Building Leaders to provide insight and feedback to address the culture of the school, teacher turnover, etc.

** Christine England makes a motion to accept the Professional Services Proposal with Leaders Building Leaders, seconded by Kristin Briggs, motion carries unanimously.

ADJOURNMENT

** Christine England makes a motion to adjourn, seconded by Kristin Briggs, passes unanimously. Meeting adjourned at 5:13pm.

Davidson Charter Academy: A Challenge Foundation Academy
Regular Board of Directors Meeting
February 21, 2023, Minutes

A regular meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held on Tuesday, February 21, 2023, at the school located at 500 Biesecker Rd, Lexington.

Members present were Greg Turlington, Warren Alston, Andrew Lance, Christine England, Kristin Briggs. Present for DCA: CFA were Lori James, Jennifer Flury, Angie Davis, and Brian Feezor. Amanda Whitaker was absent.

CALL TO ORDER

Board Chair, Greg Turlington called the meeting to order at 6:00pm

PLEDGE OF ALLEGIANCE AND MISSION STATEMENT

The Pledge of Allegiance was recited and the DCA Mission Statement was read.

ADOPTION OF AGENDA

No changes to the agenda

** Motion made by Kristin Briggs to adopt the agenda, seconded by Christine England, motion passes unanimously.

APPROVAL OF MINUTES:

No changes to the 1/17 or 2/3 minutes.

**Motion by Christine England to approve the amended 1/17 and 2/3 minutes, seconded by Kristin Briggs, passes unanimously.

RECOGNITION OF GUESTS:

Dr Tom Miller from LBL Consulting was recognized.

PUBLIC ADDRESS

- Todd Justice addressed the board about teacher turnover, student growth, and long-term success.
- Brandy Clodfelter addressed the board regarding communication and lack of follow up.

DIRECTOR OF EDUCATION REPORT

- Lottery was held last week; current enrollment and lottery application numbers were presented.

- Student attendance continues to be a problem, staff is continuing to work to assist and educate families about the importance of attendance.
- NWEA MAP scores presented for Winter 2022. Data was explained and next steps were laid out for the school and grade levels moving forward.
- Academic Support Plan was presented for the remainder of the year.

DIRECTOR OF BUSINESS OPERATIONS REPORT

- Small changes to the budget. SAMS registration was completed, so school will be able to receive federal funding next year.
- Enrollment has decreased by 19 since January report.
- Triad Total Care will now be providing daytime janitorial/maintenance service as well.
- Upgraded firewall installed for the school.
- Active shooter training conducted, an additional one will be scheduled for the future.
- Middle school faces delays due to wet weather. Once roofing is complete extra crews may be brought in to make up some lost time.

FINANCE COMMITTEE REPORT

- Adjustments made to the budget to reflect changes and updates
 - **Motion by Kristin Briggs to approve the amended budget, seconded by Christine England, passes unanimously.

CF PROPERTIES REPORT

- No report at this time.

OLD BUSINESS

LBL Consulting Update

- Dr. Tom Miller presented to the board regarding the process of the LBL Consulting Firm, and the steps they will take to gain information and understanding about the school, the climate, the parents/students, etc.
- 30-day review will be completed and presented to the leadership team within the next few weeks, and a further report will be given at the next board meeting in March. Out of these reports, action steps will be identified and implemented.
- Focus will be on identifying school values, mission, and goals, so both staff and families can have a shared understanding of the direction and purpose of the school moving forward.

NEW BUSINESS

New Hires

- Lori James presented four candidates for approval.

**Motion by Christine England to approve the new hires, seconded by Warren Alston, passes unanimously.

CLOSED SESSION

No reason for closed session.

ADJOURNMENT

**Christine England makes a motion to adjourn, seconded by Warren Alston, passes unanimously. Meeting adjourned at 6:45pm.

Davidson Charter Academy: A Challenge Foundation Academy
Regular Board of Directors Meeting
March 21, 2023, Minutes

A regular meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held on Tuesday, March 21, 2023, at the school located at 500 Biesecker Rd, Lexington.

Members present were Greg Turlington, Warren Alston, Andrew Lance, Christine England, Amanda Whitaker, and Kristin Briggs. Present for DCA: CFA were Lori James, Angie Davis, and Brian Feezor. Jennifer Flury was absent.

CALL TO ORDER

Board Chair, Greg Turlington called the meeting to order at 6:00pm

PLEDGE OF ALLEGIANCE AND MISSION STATEMENT

The Pledge of Allegiance was recited and the DCA Mission Statement was read.

ADOPTION OF AGENDA

No changes to the agenda

** Motion made by Kristin Briggs to adopt the agenda, seconded by Amanda Whitaker, motion passes unanimously.

APPROVAL OF MINUTES:

Adjusted date of the meeting in the header to February 21.

**Motion by Christine England to approve the amended February 21st minutes, seconded by Warren Alston, passes unanimously.

RECOGNITION OF GUESTS:

No guests were recognized.

PUBLIC ADDRESS

There we no public addresses.

DIRECTOR OF EDUCATION REPORT

- Updated on lottery information. Some grade levels have been over-enrolled to mitigate anticipated attrition, enrollment still being marketed. Re-enrollment for returning students will begin the first week of April.

- Teacher representative Angie Davis provided an update to the board from the Instructional Leadership Team meeting on 2/22/23. Some topics covered were:
 - o School culture was discussed, and events were planned to help the staff come together and interact.
 - o Staff handbook is being reviewed and updated as needed.
 - o Additional support for addressing student behavior beyond responsive classroom
 - o Staff said Christmas bonus was not clear on how it was determined, so clarity was asked for regarding how those were awarded so staff were not wondering why some teachers got more or less than others.
 - o Increasing clarity of benchmarks for student learning and how those will be addressed if they are not met.
 - o Set expectations for classroom behavior and standards throughout the school.
- School education plan is being worked on within the school and with LBL to help define and clarify the type of curriculum, and how assessments/remediation/enrichment will be done. 4 guiding questions are used to help determine these criteria and assist the staff when reviewing each area.
- Adult code of conduct was presented to set the expectations for behavior directed at staff or when on school property and hold adults accountable for their actions.

DIRECTOR OF BUSINESS OPERATIONS REPORT

- Jennifer Flury was absent so the board was presented with the Business Operations Report to review.

FINANCE COMMITTEE REPORT

- Jennifer Flury was absent so the board was presented with the Finance Committee report to review.

CF PROPERTIES REPORT

- No report at this time.

OLD BUSINESS

LBL Consulting Update

- SOAR will be completed by the staff and the board in the next few weeks.
- Reports from LBL are being completed and given to the board and staff, and additional information will be presented to school body in the coming weeks one that information has been reviewed and understood.
- LBL has been present and working with staff during meetings to help lead and guide those discussions.

NEW BUSINESS

Middle School Dress Code Policy Update

- Middle school has asked for a dress code separate from the elementary school to better address student dress at the middle school level.
- Policy updated to include the consequences from the Disciplinary Policy with the Middle School Dress Code.

**Motion by Kristin Briggs to approve the new middle school dress policy as amended, seconded by Amanda Whitaker, passes unanimously.

EOG Summer Remediation and EOG Re-Administration Plan

- Students who pass a class but score poorly on an EOG will now have a chance to work on that area for 5 days the week after school is done and then re-testing for the EOG.

**Motion by Christine England to approve EOG Summer Remediation and EOG Re-Administration Plan, seconded by Amanda Whitaker, passes unanimously.

New Hires

- Lori James presented two candidates for approval.

**Motion by Warren Alston to approve the new hires, seconded by Christine England, passes unanimously.

Next Meeting Date / Board Retreat

- Discussion held around moving the April board meeting and scheduling a board retreat for the same day.
- April board meeting will be moved to April 25th.

CLOSED SESSION

No reason for closed session.

ADJOURNMENT

** Christine England makes a motion to adjourn, seconded by Amanda Whitaker, passes unanimously. Meeting adjourned at 7:02pm.

Davidson Charter Academy: A Challenge Foundation Academy
Regular Board of Directors Meeting
April 25, 2023, Minutes

A regular meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held on Tuesday, April 25, 2023, at the school located at 500 Biesecker Rd, Lexington.

Members present were Greg Turlington, Warren Alston, Andrew Lance, Christine England, Amanda Whitaker, and Kristin Briggs. Present for DCA: CFA were Lori James, Jennifer Flury, Angie Davis, and Brian Feezor.

CALL TO ORDER

Board Chair, Greg Turlington called the meeting to order at 6:02pm

PLEDGE OF ALLEGIANCE AND MISSION STATEMENT

The Pledge of Allegiance was recited and the DCA Mission Statement was read.

ADOPTION OF AGENDA

No changes to the agenda

** Motion made by Christine England to adopt the agenda, seconded by Warren Alston, motion passes unanimously.

APPROVAL OF MINUTES:

Corrected Jennifer Flury's name on the second page.

**Motion by Warren Alston to approve the amended March 21st minutes, seconded by Amanda Whitaker, passes unanimously.

RECOGNITION OF GUESTS:

No guests were recognized.

PUBLIC ADDRESS

There were no public addresses.

Brian Feezor updated the board about the potential for Athletics to be offered for the Middle School in the coming 2023 – 2024 school year. DCA would participate in a conference with 8 other schools, that have a similar focus on their athletic programs as our program would, such as learning, values,

sportsmanship, and others. Initial sports offered would be limited but would hopefully expand in the future.

DIRECTOR OF EDUCATION REPORT

- Updated the board on current enrollment numbers. Most grades are overenrolled currently, kindergarten will be an area that is targeted over the coming months for additional enrollments.
- NWEA MAP testing happening this week. EOG testing dates provided.
- Educational Leadership Team is implementing strategies and tactics to ensure a strong finish to the academic year and support teachers and students as they prepare for testing.
- Updated the board about the math tutoring program that was implemented for grades 3-8, over 80 students have participated. Students have seen growth in the program and increased confidence in their ability to receive support.
- Updated the board about professional development. School will be working with i-Leadr to create and implement a 2-year comprehensive professional development plan. Focus areas will be classroom instruction, behavior management, and team building.
- Provided a list of upcoming events for the school.

DIRECTOR OF BUSINESS OPERATIONS REPORT

- No amendments to the budget currently. No updates from the State on their budget for 2023-2024.
- Landscaping crew is working to grow grass in bare areas. Speed bumps are not withstanding current speeds of vehicles, alternatives are being looked into.
- Five Interactive Panel displays were installed in classrooms. Company will be doing a formal training in the fall at no cost to teach the staff how to best utilize them.
- Meetings and discussions held around staff training for safety situations to help make staff feel more comfortable and prepared for unexpected situations.
- Middle school construction is on schedule and interior work is beginning. Still hopeful to have construction done on schedule and start the school year in the new building.

FINANCE COMMITTEE REPORT

- Updated on balance sheet and bank reconciliation statement. Budget will have small adjustments as the year closes and year end changes are made.

CF PROPERTIES REPORT

- No report at this time.

OLD BUSINESS

LBL Consulting Update

- Christine England updated on information and recommendations provided by Leaders Building Leaders. Primary findings and target areas are communication, refocusing on school mission, core principles, and culture. Administrative and leadership teams are communicating more and the school since January has seen a demonstrated change in the communication and overall feel in the school. Board will do a SOAR analysis with LBL next week.

Adult Code of Conduct

- Presented the code of conduct, which was presented to staff and parent volunteers for feedback. This will be added to the parent handbook.

NEW BUSINESS

State Board of Education Charter Renewal

- DCA received a renewal for their charter for a 3-year period beginning on July 1, 2023.

Elementary School Dress Code Policy Update

- Policy was presented to the board.

**Motion by Christine England to approve the Elementary School Dress Code Policy, seconded by Kristin Briggs, passes unanimously.

2023 – 2024 Calendar

- Proposed school calendar was presented. Every effort was made to be as accommodating as possible to both staff and students and their desires.

**Motion by Warren Alston to approve 2023 – 2024 school calendar, seconded by Kristin Briggs, passes unanimously.

School Resource Officer

- SRO would be a result of a three-way contract between the school, DCSO, and the County Commissioners. DCSO is on board and supportive of the school. Conversations are being held to try and work with the County Commissioners to take the next steps.

New Hires

- Lori James presented two candidates for approval.

****Motion by Christine England to approve the new hires, seconded by Amanda Whitaker, passes unanimously.**

CLOSED SESSION

No reason for closed session.

ADJOURNMENT

****Warren Alston makes a motion to adjourn, seconded by Christine England, passes unanimously. Meeting adjourned at 7:17pm.**

Next meeting May 16th, 2023 at 6:00.

Davidson Charter Academy: A Challenge Foundation Academy
Regular Board of Directors Meeting
May 16, 2023, Minutes

A regular meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held on Tuesday, May 16, 2023, at the school located at 500 Biesecker Rd, Lexington.

Members present were Greg Turlington, Andrew Lance, Christine England, Amanda Whitaker, and Kristin Briggs. Present for DCA: CFA were Lori James, Jennifer Flury, Angie Davis, and Brian Feezor. Warren Alston was absent.

CALL TO ORDER

Board Chair, Greg Turlington called the meeting to order at 6:01pm

PLEDGE OF ALLEGIANCE AND MISSION STATEMENT

The Pledge of Allegiance was recited and the DCA Mission Statement was read.

ADOPTION OF AGENDA

No changes to the agenda

** Motion made by Amanda Whitaker to adopt the agenda, seconded by Christine England, motion passes unanimously.

APPROVAL OF MINUTES:

Corrected “we” to “were” under the Public Address.

**Motion by Christine England to approve the amended April 25th minutes, seconded by Amanda Whitaker, passes unanimously.

RECOGNITION OF GUESTS:

No guests were recognized.

PUBLIC ADDRESS

There were no public addresses.

DIRECTOR OF EDUCATION REPORT

- Lori James updated the board on school enrollment numbers. Reenrollment numbers are coming in, and next month more concrete numbers will be known. Ava Palmer and Melissa Lally were recognized for their efforts and hard work during this process.

- Angie Davis updated the board on the Instructional Leadership Team's meeting on 5/5. The team discussed NWEA scores, the continued push for 80% achievement rates, and staff expectations. Discussions held around back to school activities for the staff and beginning teachers. The team discussed their roles within the staff and community, their meeting schedule, and the desire to meet more frequently.
- EOGS will begin next week. Pep rally planned for next Wednesday 5/24 to help get the kids excited and ready. NWEA spring scores show the school at 52.3% proficient in math, and 45.4% in reading. Growth has been seen since last year's spring testing results, and staff is hopeful for further growth on the EOG's.
- i-Leadr visited the school to collect data and then returned to present information and go through the data with staff. Areas of strengths and areas of growth were identified, and plans were put in place to tackle these areas.
- Upcoming events include a Middle School dance, elementary field day, 8th grade graduation, and 5th grade promotion ceremony.

DIRECTOR OF BUSINESS OPERATIONS REPORT

- Jennifer Flury thanked the PTO for their efforts during Teacher Appreciation Week.
- Budget has been updated with incremental changes and State funding amounts are adjusted.
- State budget proposals include raises for teachers between 4% and 10% but has not been approved and still being worked on. Our budget for next year will need to be adjusted once that final budget is approved by the State.
- Grass is slowly coming in, Brian Feezor has been working on watering it and helping it along.
- Crisis response training for all staff is scheduled for August. This will allow staff to be on the same page as first responders and ensure consistent, clear, and shared language and actions.
- Progress continues to be made on the Middle School building, and project is on track to be completed in August.

FINANCE COMMITTEE REPORT

- Updated the board on the current budget and the small updates that have been made as final numbers are known.

**Motion by Kristin Briggs to approve the budget with the amendments as presented, seconded by Christine England, passes unanimously.

CF PROPERTIES REPORT

- No report currently.

OLD BUSINESS

LBL Consulting Update

- Board went through SOAR analysis with Leaders Building Leaders. Final meeting will be held towards the end of May.

Adult Code of Conduct

- Legal has had a chance to review the draft Code of Conduct and has given their approval. This policy will be added to the School Handbook for the 2023 – 2024 school year.

School Resource Officer

- Amanda Whitaker updated the board on discussions held with Davidson County around the school getting a School Resource Officer. Indications are positive that we will be able to have one in the coming school year, pending approval from the Sherriff's office and the County.

NEW BUSINESS

Beginning Teacher Support Program (BTSP) Plan

- Lori James updated the board about the BTSP. Plan was approved previously, but an evaluation process has been added to this policy to be resubmitted to DPI.

**Motion by Christine England to approve the amended Beginning Teacher Support Program plan, seconded by Amanda Whitaker, passes unanimously.

Update/Approve Internet Safety Policy for CIPA Compliance

- All school must take steps to ensure students are protected when using technology. The current Internet Safety Policy has been updated and presented with slight changes.

**Motion by Amanda Whitaker to approve the amended Internet Safety Policy, seconded by Kristin Briggs, passes unanimously.

CLOSED SESSION

No reason for closed session.

ADJOURNMENT

**Christine England makes a motion to adjourn, seconded by Amanda Whitaker, passes unanimously. Meeting adjourned at 7:03pm.

Next meeting June 20th, 2023 at 6:00.