

**Davidson Charter Academy: A Challenge Foundation Academy**  
**Regular Board of Directors Meeting**  
**July 18, 2023, Minutes**

A regular meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held on Tuesday, July 18, 2023, at the school located at 500 Biesecker Rd, Lexington.

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

**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:**

Two changes to the June 20<sup>th</sup> minutes in the Director of Education report. Changed “number” to “numbers”, and “teachers” to “staff members”, both on Page 2.

\*\*Motion by Kristin Briggs to approve the amended June 20<sup>th</sup> minutes, seconded by Christine England, passes unanimously.

**RECOGNITION OF GUESTS:**

No guests were recognized.

**PUBLIC ADDRESS**

There were no public addresses.

## **DIRECTOR OF EDUCATION REPORT**

- Enrollment numbers are becoming more concrete as the school year draws closer. Staff is confirming with families about their intentions and finalizing final numbers. Only 3 grades currently have open seats remaining to fill.
- Only four teacher positions are vacant, interviews are currently happening for those positions.
- 3<sup>rd</sup> Grade reading scores showed considerable improvement from 2021-2022 to 2022-2023.
- i-LEADR group will be working with the administrative team on August 3<sup>rd</sup>. Topics covered will be Administrative organization and roles, staff norms and expectations, and the communication plan.
- Education plan has been updated in certain areas to complement current standards and improve instruction, remediation, enrichment, and assessments.

## **DIRECTOR OF BUSINESS OPERATIONS REPORT**

- 2023 FY budget has been updated to match all transactions through June 30<sup>th</sup>. There may be a few late adjusting entries based on some receivables or payables arriving after June 30.
- State has not finalized a budget for the 2023 – 2024 year. Once the budget has been passed any necessary changes to the FY2024 budget will be made.
- DCA won 3<sup>rd</sup> place in the Shining Star Innovation Award contest at the NC Association of Public Charter School Conference and was awarded \$2000 to use toward Performing and Theater Arts.
- Summer maintenance and repair work is being done. New speed bumps have been installed in the car rider loop.
- Quotes being obtained for additional Chrome books. 21 interactive displays have been purchased for elementary classrooms, and hopefully will be installed prior to school starting.
- Apps being researched to help with health and safety situations. Conversation held around the best way to implement the app usage for teachers.
- Middle construction is continuing after a period of rainy weather. Interior and exterior work is being completed, and project is currently tracking slightly over budget.

## **FINANCE COMMITTEE REPORT**

- Updated budget for 2022 – 2023 year presented with adjustments.

\*\*Motion by Christine England to approve the amended 2022 – 2023 budget, seconded by Amanda Whitaker, passes unanimously.

- 2023 – 2024 budget presented with updates.

\*\*Motion by Christine England to approve the amended 2023 – 2024 budget, seconded by Amanda Whitaker, passes unanimously.

## **CF PROPERTIES REPORT**

- No updates at this time.

## **OLD BUSINESS**

### Board of Director By-laws

- Principal office location updated. Term limits updated to be two 3-year terms and then up to three 1-year terms for a total of nine consecutive years. Clarified Excluded Persons to be ineligible to serve as “voting members”, and added in immediate family members of employees to the list of persons who are excluded. Board office terms updated to be no more than three consecutive terms in that role. Board removal updated to read that board members may be removed by a “simple majority vote”.

\*\*Motion by Amanda Whitaker to approve the amended by-laws, seconded by Kristin Briggs, passes unanimously.

### Board Officers

- Christine England and Kristin Briggs were recommended for and accepted one-year board member terms.

\*\*Motion by Amanda Whitaker to approve the Christine England and Kristin Briggs for an additional one-year board term, seconded by Andrew Lance, passes unanimously.

- The following board positions were recommended for approval:  
Andrew Lance – Secretary  
Warren Alston – Treasurer  
Amanda Whitaker – Board Chair  
Christine England – Vice Chair

\*\*Motion by Kristin Briggs to approve the officers, seconded by Christine England, passes unanimously.

## **NEW BUSINESS**

### New Hires

- Lori James presented five candidates for hire.

**\*\*Motion by Christine England to approve the five candidates, seconded by Kristin Briggs, passes unanimously.**

#### 2023 – 2024 Board Meeting Schedule

- Proposed board meeting schedule presented to the board for review.

**\*\*Motion by Christine England to approve the 2023 – 2024 Board Meeting Schedule, seconded by Kristin Briggs, passes unanimously.**

#### Facilities Security Policy Discussion

- Staff asked for guidance and feedback from the board regarding a facility security policy and related considerations. Policy will be created and presented to the board for approval at a future meeting.

#### **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 Amanda Whitaker, passes unanimously. Entered at 7:45.**

**\*\*Kristin Briggs makes a motion to exit closed session, seconded by Christine England, passes unanimously. Exited at 8:41.**

**\*\*Greg Turlington makes a motion to accept the recommendation made in closed session. Seconded by Kristin Briggs. Motion passes unanimously.**

#### **ADJOURNMENT**

**\*\*Andrew Lance makes a motion to adjourn, seconded by Christine England, passes unanimously. Meeting adjourned at 8:43pm.**

**Next meeting August 15<sup>th</sup>, 2023 at 6:00.**

**Davidson Charter Academy: A Challenge Foundation Academy  
Regular Board of Directors Meeting  
August 15, 2023, Minutes**

A regular meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held on Tuesday, August 15, 2023, at the school located at 500 Biesecker Rd, Lexington.

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

**CALL TO ORDER**

Board Chair, Amanda Whitaker called the meeting to order at 6:03pm

**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:**

No changes to the July 18<sup>th</sup> minutes.

\*\*Motion by Christine England to approve the July 18<sup>th</sup> minutes, seconded by Kristin Briggs, passes unanimously.

**RECOGNITION OF GUESTS:**

No guests were recognized.

**PUBLIC ADDRESS**

- Beverly Tetter addressed the board regarding middle school teaching staff and turnover.
- Scott Burnette addressed the board regarding middle school teaching staff and turnover.

**DIRECTOR OF EDUCATION REPORT**

- Lori James was absent, so Chair Amanda Whitaker provided a brief update.

- Enrollment is looking good and most all sections are fully enrolled.
- All teaching positions are filled except one 1<sup>st</sup> grade position, which should be filled before the start of school.
- Parent/Student Handbook is being finalized and will be sent to parents prior to school starting.

#### **DIRECTOR OF BUSINESS OPERATIONS REPORT**

- FY 2024 budget has been updated, but no amendments requested at this time, still waiting on the State to pass their budget.
- Summer maintenance has been in progress or completed for speed bumps, modular ramps, and safety inspections. Insurance policies have been renewed and new building will be put into effect once building has been turned over.
- Fiber connections to tie the middle and elementary school together have been completed. Interactive panels have been delayed in shipping and will be installed when they arrive.
- Training for staff with "I Love You Guys" along with members from DCSO, Fire Marshal's Office, FD, EMS, and Emergency Management.
- Contract has been signed with a new catering agency for the school year, and information will be sent to parents.
- Benefit renewals have been finalized and staff members are being updated and met with to discuss updates.
- Mr. Barber created Emergency Action Plans for athletic events and had them reviewed and approved by state agencies.
- All major items are complete. Mechanical, electrical, and plumbing inspections have been completed. Fire and building inspections will be completed this week.
- Punch list is being created for repairs and final touches, and those items will be completed after school and on weekends.
- There will be an Open House / Ribbon Cutting Ceremony for the middle school, and that date will be scheduled once final touches are completed.
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#### **FINANCE COMMITTEE REPORT**

- YTD expenditures have been updated, no amendments at this time.

#### **CF PROPERTIES REPORT**

- No updates at this time.

#### **TEACHER REPRESENTATIVE UPDATE**

- Brian Feezor updated the board about sports at DCA. Currently cross country is practicing, and their first meet will be Saturday.

## **OLD BUSINESS**

No old business.

## **NEW BUSINESS**

New Hires

- Ten candidates were presented for hire.

\*\*Motion by Christine England to approve the ten candidates contingent on completing the hiring process and background checks, seconded by Kristin Briggs, passes unanimously.

Employee Conduct Policy

- Conduct policy has been updated and was presented for approval, will be placed in the Employee Handbook.

\*\*Motion by Kristin Briggs to approve the Employee Conduct Policy, seconded by Christine England, passes unanimously.

## **CLOSED SESSION**

No closed session

## **ADJOURNMENT**

\*\*Christine England makes a motion to adjourn, seconded by Kristin Briggs, passes unanimously.  
Meeting adjourned at 6:35pm.

**Next meeting September 19<sup>th</sup>, 2023 at 6:00.**

**Davidson Charter Academy: A Challenge Foundation Academy  
Regular Board of Directors Meeting  
September 19, 2023, Minutes**

A regular meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held on Tuesday, September 19, 2023, at the school located at 500 Biesecker Rd, Lexington.

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

**CALL TO ORDER**

Board Chair, Amanda Whitaker called the meeting to order at 6:00pm. A moment of silence was held for recent losses to the DCA school family.

**PLEDGE OF ALLEGIANCE AND MISSION STATEMENT**

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

**ADOPTION OF AGENDA**

Parent's Bill of Rights added to New Business.

\*\* Motion made by Greg Turlington to adopt the amended agenda, seconded by Christine England, motion passes unanimously.

**APPROVAL OF MINUTES:**

Updated attendance to show that Greg Turlington and Lori James were absent. Updated the adjournment motion to show that Kristen Briggs seconded the motion to adjourn.

\*\*Motion by Christine England to approve the amended August 15<sup>th</sup> minutes, seconded by Greg Turlington, passes unanimously.

**RECOGNITION OF GUESTS:**

Gina Snow - Assistant Director of Education, Tina Alexander - Elementary School Dean, and Tammy Greenawalt - Middle School Dean were recognized.

**PUBLIC ADDRESS**

- Scott Burnette wanted to thank and congratulate the staff on a great start to the new school year.



## **DIRECTOR OF EDUCATION REPORT**

- Updated the board on current enrollment numbers. School enrollment numbers are down compared to capacity, but the process and organization has been excellent. Over 210 new students have enrolled this year. More than 30 students accepted enrollment and then never finished the process or left after completing the enrollment process. One area of focus is retaining students, and to do that, retaining teachers is very important.
- DCA improved their school score to a C grade for the 2022-2023 school year. This is a big accomplishment and Lori thanked her team and teachers for their hard work and efforts throughout the year.
- 3<sup>rd</sup> Grade BOG assessment was given, and 23% of students tested as proficient compared to 77% that were not proficient. This is in line with previous years and gives teachers a guide as to what areas to work on throughout the year.
- Updated personnel report will be provided at the October meeting. Employee handbook has been provided to all teachers and is updated as staff give feedback.
- i-Leads held staff training for the teachers, focusing on the Discipline Framework, and how to celebrate and work through barriers when in the classroom. Angie Davis shared some thoughts from a teacher's perspective and how this Framework helps teachers to understand the process and procedure around discipline.

## **DIRECTOR OF BUSINESS OPERATIONS REPORT**

- Budget has been updated through the end of August.
- No budget amendments at this time, as the state has still not passed their 2023-2024 budget.
- Once the ADM number is calculated after the first twenty days, the budget will be adjusted to compensate for the lower enrollment numbers we have.
- Bids are being sought for landscaping and lawn care. No major issues with elementary or modular buildings.
- Research being done into walkie talkies to replace current ones due to range being limited, and age of the equipment.
- Teachers using the new interactive panels are enjoying them. The remaining panels for the elementary teachers have not yet arrived.
- "I Love You Guys" foundation provided training and materials to teachers around school safety and emergency situations. There will be upcoming drills and practices for students and information sent to parents about our Standard Response Protocol language that students will be taught.
- AED for middle school is in place.
- Almost 80 applications have been approved for free lunch. New caterer has received positive feedback and sales have risen each week.
- Middle school opened on time for students, construction crews are working through the punch list.
- ADA lift for the gym stage passed inspection. Several items are still delayed in delivery and damaged items are being replaced. Construction team has been made aware of concerns with

flooring, walls, and tilework. Technology vendors are working to resolve issues with cameras and paging system.

- Stormwater retention pond is being worked on to repair and finish the area.
- Walkthrough has been scheduled for September 29<sup>th</sup> to review the punch list and determine if there is additional work needed.

#### **FINANCE COMMITTEE REPORT**

- Budget presented, no changes until final ADM numbers are known and state budget has been passed.

#### **CF PROPERTIES REPORT**

- No update

#### **OLD BUSINESS**

No old business.

#### **NEW BUSINESS**

Non-Title IX Discrimination, Harassment, and Bullying Complaint Process

- Policy provided by the school's lawyer to fall within the Equal Education Opportunities Policy and to address Non-Title IX complaints.

\*\*Motion by Christine England to approve the Non-Title IX Discrimination, Harassment, and Bullying Complaint Process, seconded by Kristen Briggs, passes unanimously.

Parent's Bill of Rights

- State passed a bill legislating a Parent's Bill of Rights that needs to be enacted in schools across the state. Staff is working hard to ensure the full policy is in place, but some areas are not done due to State Board policies not yet being in place. Christine England and Greg Turlington volunteered to sit on a Policy Committee to help staff navigate the challenges of policy creation and implementation.

## **CLOSED SESSION**

\*\*Greg Turlington 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 7:12pm.

\*\*Christine England makes a motion to exit closed session, seconded by Kristen Briggs, passes unanimously. Exited at 8:19.

\*\*Greg Turlington makes a motion to accept the recommendation made in closed session, seconded by Amanda Whitaker. Motion passes unanimously.

## **ADJOURNMENT**

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

**Next meeting October 17<sup>th</sup>, 2023 at 6:00.**

**Davidson Charter Academy: A Challenge Foundation Academy  
Called Board of Directors Meeting  
September 28, 2023, Minutes**

A called meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held on Thursday, September 28, 2023 at the school located at 500 Biesecker Rd, Lexington.

Members present were Kristin Briggs, Andrew Lance, Christine England, Greg Turlington, and Amanda Whitaker. Warren Alston joined the meeting remotely.

**CALL TO ORDER**

Board Chair Amanda Whitaker called the meeting to order at 8:15am.

**ADOPTION OF AGENDA**

\*\*Motion made by Greg Turlington to adopt the agenda, seconded by Christine England, motion passes unanimously.

**CLOSED SESSION**

\*\*Greg Turlington 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 closed session at 8:17

\*\*Christine England makes a motion to exit closed session, seconded by Kristen Briggs, passes unanimously. Exited at 9:16.

\*\*Amanda Whitaker makes a motion to accept the recommendation made in closed session, seconded by Greg Turlington. Motion passes unanimously.

**ADJOURNMENT**

\*\*Andrew Lance makes a motion to adjourn, seconded by Christine England, passes unanimously. Meeting adjourned at 9:18am.

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

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

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

**CALL TO ORDER**

Vice Chair, Christine England 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**

Adjusted date of September minutes to correct the meeting date to September 28<sup>th</sup>.

\*\* Motion made by Greg Turlington to adopt the amended agenda, seconded by Andrew Lance, motion passes unanimously.

**APPROVAL OF MINUTES:**

September 19<sup>th</sup> – Changed “hold” to “how” under Director of Education report. Corrected Tammy Greenawalt’s name to the correct spelling.

September 28 – No changes

\*\*Motion by Greg Turlington to approve the amended September 19<sup>th</sup> and the September 28<sup>th</sup> minutes, seconded by Christine England, passes unanimously.

**RECOGNITION OF GUESTS:**

No guests

**PUBLIC ADDRESS**

No public address

## **DIRECTOR OF EDUCATION REPORT**

- Updated the board on current enrollment numbers. Enrollment is closed for the current school year, and numbers will be updated again when the lottery is opened in spring of 2024. First 20 days saw a lot of turnover from kids leaving and enrolling, which caused a lot of strain on teachers and the front office.
- Teacher retention is 75% from last school year. Majority of teachers who left went to other schools or had life events that caused them to leave.
- First round of teacher observations is underway and feedback is being given to teachers based on those observations.
- i-Leads provided training on MTSS, core instruction, and structure and resources for interventions and support blocks.
- 3 federal grants were submitted for the current school year totaling over \$150,000. NCDPI monitoring team will conduct a monitoring review at the end of November.
- Middle school has multiple clubs available now as well as Student Council.
- The Fall Festival was a huge success, and Lori thanked the PTO for taking the lead on organizing and running the Festival.
- Upcoming events include winter sports beginning, Curriculum Night and Book-O-Ween for the elementary school, a PTO fundraiser at Chik-Fil-A, and Yadkin Early College visiting DCA.
- EVAAS data was provided to the board, which is information from EOGs that track the growth of the school.
- DCA is still classified as a low-performing school based on stipulations around guidelines for that definition, even though the school is not currently a low performing school based on our school grade of a C.

## **DIRECTOR OF BUSINESS OPERATIONS REPORT**

- Budget for current fiscal year has been updated through the end of September. State adopted their budget at the beginning of October, but NCDPI has not released funding amounts per students at this time.
- ADM is finalized for the first 20 days of school. Budget will need to be reduced to account for 62 less students in our projected ADM total.
- State has a program for paid parental leave for teachers. State pays for a substitute while the school pays for the teacher while they are on leave. Currently the school pays short-term disability for mothers who are on leave after having a child. Board will need to decide by December 1<sup>st</sup> whether the school will opt-in or not after reviewing the budget and other financial considerations.
- Still working through bids for landscaping and land care for the entire campus. Vendors are waiting to see what the grounds look like after the retention pond is complete and how the middle school grounds look when finished.
- All interactive displays should be installed by the end of October.
- Great Shakeout earthquake drill will be held on October 19<sup>th</sup>.
- Discussions still being held regarding having an SRO on campus.

- Most interior punch list items for the middle school have been completed. Some items like flooring and tile replacement will be done when school is not in session during winter and summer break.
- Construction and design teams are still working on a plan to repair and finish the stormwater retention pond.

#### **FINANCE COMMITTEE REPORT**

- Budget has been updated with YTD expenditures, but no further adjustments have been made and won't be until per-pupil funding is known from the State.

#### **CF PROPERTIES REPORT**

- No update

#### **OLD BUSINESS**

No old business.

#### **NEW BUSINESS**

Consideration of Parental Leave Participation

- Research to be done into the impact and implementation of this by the Finance committee. Deadline to opt in is December 1<sup>st</sup>, so vote will be taken at the November meeting.

#### **CLOSED SESSION**

#### **ADJOURNMENT**

\*\*Greg Turlington makes a motion to adjourn, seconded by Warren Alston, passes unanimously.  
Meeting adjourned at 6:38pm.

**Next meeting November 28<sup>th</sup>, 2023 at 6:00.**

**Davidson Charter Academy: A Challenge Foundation Academy**  
**Regular Board of Directors Meeting**  
**January 16, 2024, Minutes**

A regular meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held on Tuesday, January 16, 2024, at the school located at 500 Biesecker Rd, Lexington.

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

**CALL TO ORDER**

Board Chair, Amanda Whitaker called the meeting to order at 6:03pm.

**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 Greg Turlington, motion passes unanimously.

**APPROVAL OF MINUTES:**

No changes to the November 28<sup>th</sup> minutes.

\*\*Motion by Greg Turlington to approve the November 28<sup>th</sup> minutes, seconded by Christine England, passes unanimously.

**RECOGNITION OF GUESTS:**

Gina Autry, Dr. Tina Alexander, and Gina Snow were present from DCA.

**PUBLIC ADDRESS**

No public address

**DIRECTOR OF EDUCATION REPORT**

- Lottery information presented as of 1/12, 166 open seats and 135 applications thus far. These numbers will increase as enrollment continues.



- Two parent nights will be held for prospective parents and students on 1/25 and 2/5.
- Mid-year testing is underway and should be completed by mid-February.
- Staff is looking at the Read to Achieve camp and analyzing the program to determine the best structure to be effective for the students.
- NCDPI Audit results were shared, there were no findings during the audit.
- SRO Grant was not approved; an SRO is not eligible for the grant requirements. Grant guidelines were changed from previous years and was not expected to be approved.
- Staff has been working hard to monitor attendance and work with families to address absenteeism. Our chronic absenteeism rate has fallen from 43% to 32%, but this is still too high. Davidson County has an active truancy court, and we will now be partnered with this court to help address truancy and absenteeism in our school.
- NCDPI has selected Infinite Campus as their statewide data collection system. DCA will be transitioning over the next two years from PowerSchool to Infinite Campus.
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#### **DIRECTOR OF BUSINESS OPERATIONS REPORT**

- Budget for FY 2024 is updated through December.
- Contract has been signed with Charter Success Partners to handle Financial Services and some HR administrative tasks for the remainder of the school year.
- Benefit plan year is changing to run from February 1 – January 31. This will allow more flexible rate changes and adjustments due to staff makeup being better known. Rate changes will be absorbed by the school and staff will see no rate changes for this year.
- FY 2023 audit has been completed and submitted to the State, there were no findings.
- Maintenance items:
  - o Settling on sidewalk behind school needs to be addressed.
  - o Dumpster enclosure will need to be replaced or repaired.
  - o Playground mulch will need to be replaced or topped off. Playground structures will need to be inspected and replaced due to normal wear and tear.
  - o Muddy areas will need to be re-seeded and allowed to grow in.
  - o Chains will need to be installed to cut down on the number of cones being moved.
- Contracts up for renewal include HVAC preventative maintenance, landscaping, elevator maintenance and janitorial services.
- Five interactive panels still need to be installed and are in transit. IT Team is working to obtain and install additional cameras.
- Discussions continue around the SRO position and our desire to have one. Emergency drills have been conducted using the Standard Response Protocol, further drills will be conducted to ensure everyone is comfortable with the process.
- Multiple items are being worked on with the middle school with the construction company, design company, and others.

## **FINANCE COMMITTEE REPORT**

- Balance Sheet and Bank Reconciliation statements have been updated.
- Slight adjustments to various areas to reflect current changes and numbers.

\*\*Greg Turlington makes a motion to approve the amended budget, seconded by Christine England, passes unanimously.

## **CF PROPERTIES REPORT**

- No update

## **SEC Update**

- Christine updated the board that the SEC contacted us as part of an investigation around an operating company who worked with the school in the past. The inquiry was directed totally towards that company and not towards the school at all. A statement was provided to the SEC, and there have been no further updates at this time.

## **OLD BUSINESS**

No old business.

## **NEW BUSINESS**

Lori James proposed 1 staff member for hire.

\*\*Christine England makes a motion to approve the staff member for hire, seconded by Greg Turlington, passes unanimously.

## **CLOSED SESSION**

No reason for closed session.

## **ADJOURNMENT**

\*\*Christine England makes a motion to adjourn, seconded by Greg Turlington, passes unanimously. Meeting adjourned at 7:19pm.

**Next meeting February 20, 2024, at 6:00.**

**Davidson Charter Academy: A Challenge Foundation Academy**  
**Regular Board of Directors Meeting**  
**February 20, 2024, Minutes**

A regular meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held on Tuesday, February 20, 2024, at the school located at 500 Biesecker Rd, Lexington.

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

**CALL TO ORDER**

Board Chair, Amanda Whitaker 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 Greg Turlington, motion passes unanimously.

**APPROVAL OF MINUTES:**

No changes to the January 16<sup>th</sup> minutes.

\*\*Motion by Warren Alston to approve the January 16<sup>th</sup> minutes, seconded by Greg Turlington, passes unanimously.

**RECOGNITION OF GUESTS:**

Gina Snow was present from DCA.

**PUBLIC ADDRESS**

No public address

**OPERATIONS UPDATE**

- Board Chair Amanda Whitaker thanked Lori and staff for their efforts during the transition of Jennifer Flury leaving.

- Maintenance needs are being addressed as they arise. Current contracts are being reviewed to see which need to be renewed and which need to be quoted/bid out.
- Staff is working to have last five interactive displays installed.
- Discussions continue with the hope to secure an SRO by the end of year.
- Vice Chair Christine England is working with staff to ensure any needed items from the middle school construction are being addressed and handled.
- Charter Success Partners has been contracted for HR and Financial Services for the remainder of the school year.

#### **DIRECTOR OF EDUCATION REPORT**

- Current lottery numbers were presented, staff is very pleased with the number of applications received thus far. Plan is to slightly overenroll to account for natural attrition.
- Two prospective parent nights were held for families that had questions and wanted to learn more about the school. Informational slide show will be online, and families who still would like to learn about the school will be able to request a tour and come see the school.
- Middle of the year testing has been completed, teachers and staff will be using the results to identify focus areas for the remainder of the year.
- I-Leadr led professional development for staff focusing on several topics. Staff are using key takeaways to help create the strategic plan for 2024-2025.
- School Improvement Team is comprised of 12 staff members and 2 parents and will be meeting monthly.

#### **FINANCE COMMITTEE REPORT**

- Financial information has been given to Charter Success Partners as they take over the financial management as part of their contract. More information will be given once they have had time to review the financial data.

#### **CF PROPERTIES REPORT**

- No information currently on the CF Properties grant, Warren Alston is expecting that information to be available either in March or April.

#### **TEACHER REPRESENTATIVES**

- Brian Feezor updated the board about athletics. Proud of the players and coaches as they worked to lay the foundation for athletics at DCA moving forward, and excited to see what will come. 20 kids showed up for the first day of track, and he anticipates more showing up.

## **OLD BUSINESS**

No old business.

## **NEW BUSINESS**

Signature approval

- The board needs to add authorized signatories to the school account so they can assist with work and contracts around the school. Christine England recommends that we add Lori James.

**\*\*Greg Turlington makes a motion to add Lori James as an authorized signatory to the school's account, seconded by Kristin Briggs, passes unanimously.**

Lori James proposed 2 staff members for hire.

**\*\*Warren Alston makes a motion to approve the staff member for hire, seconded by Greg Turlington, passes unanimously.**

2024-2025 School Calendar

- Lori James presented information to the board about the 2024-2025 school calendar. Calendar was based on local school districts, and experience from previous years.

**\*\*Warren Alston makes a motion to approve the 2024-2025 school calendar, with the following change: Start of school moved to the 15<sup>th</sup>, and the open house moved to the 14<sup>th</sup>, and the additional hours added into the inclement weather bank. Seconded by Greg Turlington, passes unanimously.**

## **CLOSED SESSION**

**\*\*Kristen Briggs makes a motion to go into closed session pursuant to NC General Statute 114-318.11 to discuss personnel issues, seconded by Greg Turlington, passes unanimously. Entered at 6:50pm.**

**\*\*Andrew Lance makes a motion to exit closed session, seconded by Warren Alston, passes unanimously. Exited at 7:44pm, no action taken.**

## **ADJOURNMENT**

\*\*Greg Turlington makes a motion to adjourn, seconded by Kristen Briggs, passes unanimously.  
Meeting adjourned at 7:46pm.

**Next meeting March 21, 2024, at 6:00.**

**Davidson Charter Academy: A Challenge Foundation Academy**  
**Regular Board of Directors Meeting**  
**March 19, 2024, Minutes**

A regular meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held on Tuesday, March 19, 2024, at the school located at 500 Biesecker Rd, Lexington.

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

**CALL TO ORDER**

Board Chair, Amanda Whitaker 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 Greg Turlington to adopt the agenda, seconded by Christine England, motion passes unanimously.

**APPROVAL OF MINUTES:**

Amended the Signature Approval section to correct the motion being made by Greg Turlington.

\*\*Motion by Christine England to approve the amended February 20<sup>th</sup> minutes, seconded by Kristin Briggs, passes unanimously.

**RECOGNITION OF GUESTS:**

Gina Snow, Dr. Tina Alexander, and Tammy Greenawalt were present from DCA.

**PUBLIC ADDRESS**

No public address

**OPERATIONS UPDATE**

- SRO contract was approved by the Davidson County Board of Commissioners. Supervisor over the SRO program will have an office on site, in addition to a dedicated SRO officer.

- Discussion held around concrete repairs and landscaping. Repairs and punch list items for the middle school is being worked through.

#### **DIRECTOR OF EDUCATION REPORT**

- Lori James updated the board about the Parental Leave Policy. Charter Success Partners provided additional information about the true costs of the policy, and some unknown areas that at this time are not able to be planned for. Lori will research further, and bring a recommendation at the next meeting as to how the school should proceed with supporting new parents while keeping the best financial interests of the school in mind.
- Provided updated numbers on the lottery, numbers are looking strong and re-enrollment will begin soon.
- School improvement team met and focused on the SIT bylaws, and the self-assessment and goals for the School Improvement Plan.
- Teacher Working Conditions Survey for the State was sent out, and DCA has a 97% response rate currently. The school is judged on the participation rates and the results of the survey. Results will be sent out at the end of April or early May.
- DCA presented to the Charter School Review Board. Proficiency numbers were given showing the growth across three school years and where the school stands in comparisons to other LEAs.
- Summer Remediation Program will be provided for students in grades 3-8 who score “Not Proficient” in EOG’s.

\*\*Christine England makes a motion to approve the Summer Remediation Program and EOG Re-Administration plan, seconded by Greg Turlington, passes unanimously.

#### **FINANCE COMMITTEE REPORT**

- Greg Turlington updated the board on the Balance Sheet and budget.
- Budgeting process for the 2024-2025 Fiscal Year has begun, and more work will be done in the coming weeks.

#### **CF PROPERTIES REPORT**

- No report at this time.

#### **TEACHER REPRESENTATIVES**

- No updates to share.



## **OLD BUSINESS**

No old business.

## **NEW BUSINESS**

### SRO Contract Approval

- Davidson County Board of Commissioners have approved a position for DCA to receive a SRO and provided a contract for the Board to approve.

\*\*Greg Turlington makes a motion to approve the SRO contract, seconded by Kristin Briggs, passes unanimously.

Lori James proposed 1 staff member for hire.

\*\*Christine England makes a motion to approve the staff member for hire, seconded by Greg Turlington, passes unanimously.

### April Meeting Date

- Discussion held around moving the April meeting date to April 23<sup>rd</sup>, due to meetings being held with Charter Success Partners around the 2024-2025 budget.

\*\*Christine England makes a motion to move the April board meeting to April 23<sup>rd</sup>, seconded by Greg Turlington, passes unanimously.

## **CLOSED SESSION**

No reason for closed session.

## **ADJOURNMENT**

\*\*Christine England makes a motion to adjourn, seconded by Andrew Lance, passes unanimously. Meeting adjourned at 6:50pm.

**Next meeting April 23, 2024, at 6:00.**

**Davidson Charter Academy: A Challenge Foundation Academy**  
**Special Called Board of Directors Meeting**  
**April 9, 2024, Minutes**

A special called meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held on Tuesday, April 9, 2024, at the school located at 500 Biesecker Rd, Lexington.

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

**CALL TO ORDER**

Board Chair, Amanda Whitaker 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 Christine England to adopt the agenda, seconded by Kristin Briggs, motion passes unanimously.

**RECOGNITION OF GUESTS:**

No guests were present.

**PUBLIC ADDRESS**

No public address

**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 Greg Turlington, passes unanimously. Entered at 6:03pm.

\*\*Christine England makes a motion to exit closed session, seconded by Kristin Briggs, passes unanimously. Exited at 6:50pm, no action taken.

\*\*Kristin Briggs makes a motion to partner with ALT HR for a Head of School search not to exceed \$10,000 total, seconded by Christine England, passes unanimously.

\*\*Christine England makes a motion to partner with ALT HR for ongoing Human Resources services. Contract will be for a six-month term and then will be revisited prior to renewal. Seconded by Kristin Briggs, passes unanimously.

## **ADJOURNMENT**

**\*\*Christine England makes a motion to adjourn, seconded by Kristin Briggs, passes unanimously.  
Meeting adjourned at 6:51pm.**

**Next meeting April 23, 2024, at 6:00.**

**Davidson Charter Academy: A Challenge Foundation Academy**  
**Regular Board of Directors Meeting**  
**April 23, 2024, Minutes**

A regular meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held on Tuesday, April 23, 2024, at the school located at 500 Biesecker Rd, Lexington.

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

**CALL TO ORDER**

Board Chair, Amanda Whitaker called the meeting to order at 6:03pm.

**PLEDGE OF ALLEGIANCE AND MISSION STATEMENT**

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

**ADOPTION OF AGENDA**

Agenda amended to remove the approval of minutes.

\*\* Motion made by Christine England to adopt the amended agenda, seconded by Greg Turlington, motion passes unanimously.

**APPROVAL OF MINUTES:**

Minutes will be approved at the May meeting.

**RECOGNITION OF GUESTS:**

No guests were present.

**PUBLIC ADDRESS**

No public address

**DIRECTOR OF EDUCATION REPORT**

- Enrollment numbers were reviewed, and the Accountability and Professional Development plan were discussed.
- Behavioral Interventionalist has been hired to implement MTSS and manage necessary documentation. MTSS provides framework for behavior management, classroom support, attendance, etc.

- School is working with the Racial Equity Institute, Reverend Alan Suber will be touring the school and working with administration.
- Documents have been submitted to Charter Success Partners in preparation for the 2024-2025 budget draft. Work being done on HR and Finance efficiency improvements, and around DCA retirement options and staff education.
- Work completed on sidewalk repairs, dumpster area, chains installed in middle school car rider line, and interior signs at the middle school have been installed.
- Working through maintenance plans and contracts with elevator, HVAC, irrigation and janitorial services, landscaping, lunch providers, and retention pond.
- Ticketing system implemented for IT service. Remaining 5 interactive panels have been installed but are different models from previous deliveries. Additional cameras were installed in the middle school to ensure total coverage. Digital Learning and Media Inventory is open to students for use.
- DCSO has assigned an SRO to the campus, and will be starting by May 3<sup>rd</sup>. All emergency drill have been completed for the school year. Crisis Team has begun setting up the Say Something Anonymous Reporting System.
- School Improvement Team met on 4/10. Team focused on goals, MTSS, and policies and procedures.

#### **FINANCE COMMITTEE REPORT**

- Greg Turlington updated the board on the Balance Sheet and budget.
- Budgeting process for the 2024-2025 Fiscal Year has begun, and more work will be done in the coming weeks.

#### **CF PROPERTIES REPORT**

- Board was updated about the grant programs and potential changes to that program for the 2024-2025 year.

#### **TEACHER REPRESENTATIVES**

- Charger Ball tournament will take place on 4/30. Athletic fundraiser but also a fun tournament for the kids to play in. Plant sale will be held once plants have grown enough, most likely will be in mid to late May. Lori commended both representatives for their hard work and thanked them for their positive attitudes and teamwork.

#### **OLD BUSINESS**

- Christine updated the board about the depository account, Jennifer has been removed and Lori has been added as a signatory.

## **NEW BUSINESS**

Lori James proposed 3 staff members for hire.

**\*\*Christine England makes a motion to approve the staff members for hire, seconded by Kristin Briggs, passes unanimously.**

Employee Grievance, Parent/Student Policy, Non-Discrimination Policy

- Lori updated the board about updates to our policies that were written by legal counsel for implementation.

**\*\*Greg Turlington makes a motion to approve the updated policies, seconded by Christine England, passes unanimously.**

Employee Leave Policy

- Lori presented changes to the Employee Leave Policy to the board. Discussion held around ways to tailor this policy to reward teachers and incentivize new hires.

## **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 Greg Turlington, passes unanimously. Entered at 7:43pm.**

**\*\*Christine England makes a motion to exit closed session, seconded by Kristin Briggs, passes unanimously. Exited at 8:12pm, no action taken.**

## **ADJOURNMENT**

**\*\*Greg Turlington makes a motion to adjourn, seconded by Kristin Briggs, passes unanimously. Meeting adjourned at 8:15pm.**

**Next meeting May 21, 2024, at 6:00.**

**Davidson Charter Academy: A Challenge Foundation Academy**  
**Regular Board of Directors Meeting**  
**May 21, 2024, Minutes**

A regular meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held on Tuesday, May 21, 2024, at the school located at 500 Biesecker Rd, Lexington.

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

**CALL TO ORDER**

Board Chair, Amanda Whitaker 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 Christine England to adopt the agenda, seconded by Greg Turlington, motion passes unanimously.

**APPROVAL OF MINUTES:**

March 19, April 9, and April 23

Amended the next meeting date on the April 23<sup>rd</sup> minutes to show May 21 not May 14.

\*\*Motion by Kristin Briggs to approve the March 19, April 9, and amended April 23 minutes, seconded by Greg Turlington, passes unanimously.

**RECOGNITION OF GUESTS:**

No guests were present.

**PUBLIC ADDRESS**

No public address

**DIRECTOR OF EDUCATION REPORT**

- Lori James was not present, so Amanda Whitaker presented the report.
- Enrollment numbers were reviewed, currently only 17 students have indicated they will not be returning for next year.
- EOGs are starting this week and continuing next week. EOG remediation and re-administration will take place 6/10-6/18 and Read to Achieve will run from 6/10-6/21.
- School Improvement Team reviewed the Teacher Working Conditions survey results and discussed way the team can work together to make improvements throughout the school.

### **FINANCE COMMITTEE REPORT**

Greg Turlington updated the board on the Balance Sheet and budget. Budget for 2024-2025 will be presented at the June meeting approval.

\*\*Motion by Christine England to approve the amended budget, seconded by Kristin Briggs, passes unanimously.

### **CF PROPERTIES REPORT**

- No CF Properties report this month.

### **TEACHER REPRESENTATIVES**

- No report at this time.

### **OLD BUSINESS**

- No old business

### **NEW BUSINESS**

Lori James proposed two staff members for hire.

\*\*Kristin Briggs makes a motion to approve the staff members for hire, seconded by Christine England, passes unanimously.

### **DCA Attendance Policy**

- Attendance policy presented for approval. This will allow the school to better address attendance concerns.

\*\*Greg Turlington makes a motion to approve the policy as amended, seconded by Christine England, passes unanimously.



## Employee Leave Policy

- Discussion held around the Employee Leave Policy. Policy will be presented at the June meeting for approval.

## **CLOSED SESSION**

No need for closed session.

## **ADJOURNMENT**

\*\*Christine England makes a motion to adjourn, seconded by Kristin Briggs, passes unanimously.  
Meeting adjourned at 7:32pm.

**Next meeting June 25<sup>th</sup> at 6:00.**

**Davidson Charter Academy: A Challenge Foundation Academy**  
**Regular Board of Directors Meeting**  
**June 25, 2024, Minutes**

A regular meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held on Tuesday, June 25, 2024, at the school located at 500 Biesecker Rd, Lexington.

Members present were Amanda Whitaker, Warren Alston, Andrew Lance, Christine England, Kristin Briggs, Greg Turlington, and Lori James.

**CALL TO ORDER**

Board Chair, Amanda Whitaker called the meeting to order at 6:03pm.

**PLEDGE OF ALLEGIANCE AND MISSION STATEMENT**

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

**ADOPTION OF AGENDA**

Middle school construction added to Old Business.

\*\* Motion made by Greg Turlington to adopt the amended agenda, seconded by Christine England, motion passes unanimously.

**APPROVAL OF MINUTES:**

No changes to the May 21 minutes.

\*\*Motion by Kristin Briggs to approve the May 21 minutes, seconded by Greg Turlington, passes unanimously.

**RECOGNITION OF GUESTS:**

No guests were present.

**PUBLIC ADDRESS**

No public address

**DIRECTOR OF EDUCATION REPORT**

- Lori James presented current enrollment numbers to the board. Staff is working to contact remaining families that have not confirmed their return for next year. Currently the school is expecting over 250 new families next year.
- Presented information about EOGs, growth compared to last year, and expressed confidence in DCA receiving a “C” school grade in August, with a “B” in sight, and attainable on our current path.
- Multiple staff laptops and student Chromebooks are needing to be replaced due to their age and inability to update.
- 

### **FINANCE COMMITTEE REPORT**

Greg Turlington updated the board on the FY 2024 Balance Sheet and budget.

\*\*Motion by Christine England to approve the amended projections, seconded by Kristin Briggs, passes unanimously.

### **CF PROPERTIES REPORT**

- No CF Properties report this month.

### **CONSTRUCTION REPORT**

- Walk through was done throughout the building, and cracking was found in bathrooms and locker rooms.
- Building shows visible wear from the first year of use, steps are being taken to address concerns this coming year and take preventative measures with the students.

### **TEACHER REPRESENTATIVES**

- No report at this time.

### **OLD BUSINESS**

Middle School Construction Update

- Walk through was done throughout the building, and cracking was found in bathrooms and locker rooms.
- Building shows visible wear from the first year of use, steps are being taken to address concerns this coming year and take preventative measures with the students.

## Employee Leave Policy

- Discussion held around adjusting the term “Blackout Days” to “Restricted Days”

\*\*Motion by Christine England to approve the Employee Leave Policy with the amended terminology, seconded by Kristin Briggs, passes unanimously.

## **NEW BUSINESS**

### FY 2024 – 2025 Budget

- Proposed budget was presented.

\*\*Warren Alston makes a motion to approve the proposed budget, seconded by Christine England, passes unanimously.

### New Hires

- Lori James presented seven candidates for approval. Candidates include teachers for Middle and Elementary School, an EC Teacher, Teacher Assistant, Elective Teacher, and a Behavior Intervention Specialist.

\*\*Warren Alston makes a motion to approve the candidates presented for hire, seconded by Christine England, passes unanimously.

### Board Retreat

- Discussion held around when a board retreat could be scheduled. Tentatively set for September 17<sup>th</sup> at 2:00, with the regularly scheduled board meeting occurring directly afterwards.

### 2024 – 2025 Board Meeting Schedule

- Proposed board schedule was presented for the 2024 – 2025.

\*\*Warren Alston makes a motion to approve the proposed board meeting schedule, removing the December meeting, and moving the April meeting to April 22, seconded by Christine England, passes unanimously.

**CLOSED SESSION**

No need for closed session.

**ADJOURNMENT**

\*\*Warren Alston makes a motion to adjourn, seconded by Christine England, passes unanimously. Meeting adjourned at 7:30pm.

**Next meeting July 16<sup>th</sup> at 6:00.**

**Davidson Charter Academy: A Challenge Foundation Academy**  
**Regular Board of Directors Meeting**  
**July 16, 2024, Minutes**

A regular meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held on Tuesday, July 16, 2024, at the school located at 500 Biesecker Rd, Lexington.

Members present were Amanda Whitaker, Warren Alston, Andrew Lance, Kristin Briggs, Greg Turlington, and Lori James. Christine England was absent.

**CALL TO ORDER**

Board Chair, Amanda Whitaker 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**

Student Discipline Policy removed from New Business.

\*\* Motion made by Greg Turlington to adopt the amended agenda, seconded by Kristin Briggs, motion passes unanimously.

**APPROVAL OF MINUTES:**

Meeting date changed from June 24 to June 25, and next meeting date adjusted to July 16 instead of July 17.

\*\*Motion by Greg Turlington to approve the amended June 25 minutes, seconded by Kristin Briggs, passes unanimously.

**RECOGNITION OF GUESTS:**

Joe Wood was recognized as a candidate for the Head of School position.

**PUBLIC ADDRESS**

No public address

**DIRECTOR OF EDUCATION REPORT**

- Lori James presented current enrollment numbers to the board. Over the next two weeks staff will be accepting students on the waiting list, and then rejecting families that have not completed the necessary enrollment paperwork.
- Data on Read to Achieve presented, program will be run for an additional year, but data will continue to be analyzed in the future.
- Updated Education Plan presented, small changes made to terminology and verbiage. 4<sup>th</sup> grade will not take the NWEA MAP Test for Science.
- Currently there are 6 open teaching positions that are being hired for prior to the beginning of the summer.
- Teaching staff is 69% certified (50% certified is requirement). 10 additional teachers are working towards certification, and school's goal is for all teachers to be certified.

#### **FINANCE COMMITTEE REPORT**

- June details are still being inputted and will be presented at the next meeting.

#### **CF PROPERTIES REPORT**

- Warren presented information on the new CF Properties Grant for 2024-2025.

#### **TEACHER REPRESENTATIVES**

- No report at this time.

#### **OLD BUSINESS**

No old business

#### **NEW BUSINESS**

2024/2025 Budget Amendment

- Small changes made to the budget to correct descriptions and add the Head of School position to the budget. Discussion held around Retirement Match for teachers.

\*\*Kristin Briggs makes a motion to approve the amendments as presented, seconded by Andrew Lance, passes unanimously.

Charter Renewal Process

- Renewal process has started and hopefully will lead to a 7-year or 10-year renewal. Request for renewal letter will start the process, then the school will do a self-assessment and

interviews will be conducted with staff, parents, and the board. Renewal is a two-year process and updates will be provided monthly throughout the process.

#### New Hires

- Lori James presented four candidates for approval. Candidates include teachers for a Day Porter, and three elementary teachers.

\*\*Kristin Briggs makes a motion to approve the candidates presented for hire, seconded by Greg Turlington, passes unanimously.

#### Returning Employee Contract Renewals

- Returning staff members must have contracts approved yearly.

\*\*Greg Turlington makes a motion to approve the contracts for returning staff members, seconded by Kristin Briggs, passes unanimously.

#### Student Cell Phone / Electronic Device Policy

- Students are being encouraged to leave phones at home, but if they decide to bring one then they either must be left in bookbags (K-5) or placed in a locker (6-8) during the day. Policy updated to include the limitation that the policy is valid during the school day.

\*\*Kristin Briggs makes a motion to approve the Student Cell Phone / Electronic Device Policy as amended, seconded by Greg Turlington, passes unanimously.

#### **CLOSED SESSION**

\*\*Kristin Briggs makes a motion to go into closed session pursuant to NC General Statute 114-318.11 to discuss personnel issues, seconded by Greg Turlington, passes unanimously. Entered at 7:15pm.

\*\*Kristin Briggs makes a motion to exit closed session, seconded by Greg Turlington, passes unanimously. Exited at 8:00pm.

\*\*Greg Turlington makes a motion to approve the contract for the Head of School, and for the Director of Education, seconded by Kristin Briggs, passes unanimously.

#### **ADJOURNMENT**

\*\*Greg Turlington makes a motion to adjourn, seconded by Andrew Lance, passes unanimously. Meeting adjourned at 8:02pm.

**Next meeting September 17<sup>th</sup> at 6:00.**



**Davidson Charter Academy: A Challenge Foundation Academy**  
**Regular Board of Directors Meeting**  
**November 28, 2023, Minutes**

A regular meeting of the Davidson Charter Academy: A Challenge Foundation Academy Board of Directors was held on Tuesday, November 28, 2023, at the school located at 500 Biesecker Rd, Lexington.

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

**CALL TO ORDER**

Vice Chair, Christine England called the meeting to order at 6:03pm.

**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 Greg Turlington to adopt the agenda, seconded by Andrew Lance, motion passes unanimously.

**APPROVAL OF MINUTES:**

No changes to the October 17<sup>th</sup> minutes.

\*\*Motion by Greg Turlington to approve the October 17<sup>th</sup> minutes, seconded by Christine England, passes unanimously.

**RECOGNITION OF GUESTS:**

No guests

**PUBLIC ADDRESS**

No public address

**DIRECTOR OF EDUCATION REPORT**

- Grant submitted to help cover the cost of an SRO.
- NCDPI audit began this week, this is a regular audit that occurs on a four-year cycle.

- School Improvement Team is being re-established. Team will use the NCDPI School Improvement Guide, and currently has 13 members and will also include parents.
- i-Leads met with teachers in Grades 3-8 and covered a variety of information including NWEA results, pacing guides, Visible Learning, evidence-based research on correlation between student growth and student data analysis.

#### **DIRECTOR OF BUSINESS OPERATIONS REPORT**

- Jennifer Flury was absent, Vice Chair Christine England presented her information.
- Budget has been updated with YTD receipts and expenditures through October 31 and current revenues.
- State budget was approved in October, providing raises for all teachers and personnel, retroactive to July 1, 2023.
- All elementary classrooms have received new interactive display panels.
- Discussions have progressed with DCSO and Davidson County regarding a SRO. Steps are being taken to continue these discussions.
- Mr. Barber was selected to join the Center for Safer School Advisory Council.
- October workday resolved many of the items on the punch list for the Middle School. Training is ongoing to train staff on how to use the various systems. There are items still being worked on and identified for future repair.

#### **FINANCE COMMITTEE REPORT**

- Budget has been updated with YTD expenditures, and revenues adjusted to reflect funded ADM and per pupil funding.
- Staff will be receiving a 3% mid-year bonus, and budget has been updated to reflect the increase in staff pay that was passed in the NC state budget.
- Various other line items received small adjustments to reflect current needs.

\*\*Greg Turlington makes a motion to approve the amended budget, seconded by Andrew Lance, passes unanimously.

#### **CF PROPERTIES REPORT**

- No update

#### **OLD BUSINESS**

Consideration of Parental Leave Participation

\*\*Christine England makes a motion to opt in to the state's program for paid parental leave, seconded by Greg Turlington, passes unanimously.

## **NEW BUSINESS**

Lori James proposed 6 staff members for hire.

\*\*Christine England makes a motion to approve the 6 staff members for hire, seconded by Greg Turlington, passes unanimously.

## **CLOSED SESSION**

No reason for closed session.

## **ADJOURNMENT**

\*\*Christine England makes a motion to adjourn, seconded by Greg Turlington, passes unanimously. Meeting adjourned at 6:40pm.

**Next meeting January 16, 2024 at 6:00.**