

MEETING MINUTES
DAVIDSON CHARTER ACADEMY, INC.
REGULAR MEETING – JUNE 19, 2018 – 6:00 PM
441 BECKS CHURCH RD, LEXINGTON, NC 27292

Present: Erin Steenwyk, Christine England, Brad Worthen, Jed Orman, Kristin Briggs, Roland Trout

Absent: Gregg Sindors

Others Present: Cam Downing, Head of School

Call to Order: Meeting was called to order by Board Chair, Erin Steenwyk, at 6:00 PM.

Agenda: Kristin Briggs motioned to adopt the agenda as amended. The motion was seconded by Brad Worthen and passed unanimously.

Minutes: Jed Orman motioned to approve the May 15, 2018 Minutes. The motion was seconded by Roland Trout and passed unanimously.

Recognition of Guests: None

Closed Session: Christine England made a motion to go into closed session to discuss a personnel matter. The motion was seconded by Roland Trout and passed unanimously.

Roland Trout made a motion to come out of closed session. The motion was seconded by Kristin Briggs and passed unanimously.

Old Business:

Bus Options – Erin Steenwyk made recommended that the school contract with Carolina Thomas to lease/purchase 2 new school buses that they currently have on the lot. The contract would require a co-signer. Erin has couple of partners and community members that she feels might co-sign for the school and will pursue that if the Board accepts the recommendation. Christine England made a motion that the school contracts with Carolina Thomas for the lease/purchase of two new buses. The motion was seconded by Brad Worthen and passed with one dissenting vote.

Fundraising – The Board would like to pursue some addition media attention to the school. Roland Trout has some contacts in the media and will work that angle. We will also contact The Dispatch for some additional coverage.

Board Calendar – Erin Steenwyk distributed an updated Board Calendar and stressed the need for all board members to attend as regularly as possible.

New Business:

Employee Agreement – Erin Steenwyk presented an Employee Agreement for Head of School. Roland Trout motioned to approve the employee agreement as presented. Brad Worthen seconded the motion and it passed unanimously.

Marketing/Information Session/Family Event – Brad Worthen is going to work with the billboard company to see if there is any boards available for the school to use and what the cost would be. Board would like to schedule another playdate due to how successful the previous one was at Finch Park. Looking at July 22 and am considering 1st Lutheran, YMCA and DCCC. Chick-Fil-A night scheduled for July 31.

Power Schools – Cam Downing recommended that the school contract with Team CFA for Power Schools administration. A motion was made by Jed Orman to approve the contract with Team CFA. The motion was seconded by Brad Worthen and passed unanimously.

Board Committees – Need to be formed. Erin Steenwyk made a motion for Personnel to be chaired by Roland Trout, Finance to be chaired by Jed Orman and Fundraising to be chaired by Kristin Briggs. The motion was seconded by Christine England and passed unanimously.

Employee Benefits – Jed Orman will contact three vendors to present their product suite to the Board at the next Board Meeting.

Copiers – Cam Downing recommended the school contract with CEI for copier services. A motion was made to accept the recommendation by Kristin Briggs. It was seconded by Christine England and passed unanimously.

Treasurer's Report: Jed Orman presented a financial report. Current balance is \$53,067.35. Christine England made a motion to approve the Treasurer's Report. The motion was seconded by Kristin Briggs and passed unanimously.

Head of School Report:

Classroom furniture has been ordered.

RTO round 2 was submitted.

Attended Singapore Math training at Cornerstone.

Attended Team CFA Finance training with DCA Business Manager.

245 Enrollment packets in hand. 365 students confirmed in Lotterease.

Upcoming Meetings:

July 5, 2018 – Board Meeting

July 17, 2018 – Board Meeting

July 31, 2018 – DCA / Chic-fil-A Day

August 2, 2018 – Board Meeting

August 21, 2018 – Board Meeting

Adjournment: Roland Trout made a motion to adjourn the meeting. The motion was seconded by Jed Orman and passed unanimously.