BONNIE CONE CLASSICAL ACADEMY

MEETING MINUTES

Meeting Date: 10/15/2019 **Time:** 5:00 PM
Meeting Purpose: Regularly Scheduled Board Meeting
Meeting Location: 9820 Northcross Center Court, Huntersville

Our Mission: TeamCFA: Bonnie Cone Classical Academy will equip scholars with the tools to think critically, reason effectively and communicate persuasively through the rigors of a classical education.

BOARD MEMBERS PRESENT

- Marty McCarthy (Chair)
- Judy Russo
- William Mills
- Brian Puckett
- Megan Tan
- Stephanie Newbrough
- Crystal Brown (By Phone)

OTHERS PRESENT

- Joan Roman (Head of School)
- Gregg Sinders, CharterOne
- Mitch Schwab CharterOne
- Chassidy Miller Sterling Financial

BOARD MEMBERS ABSENT

- Byron Grimmett

- Call to Order

The meeting was called to order by Marty M. at 5:08PM.

- Reading of Mission

Judy Russo read the BCCA mission statement.

- Review of agenda – Amendments made to agenda – Add financial overview and discussion of school safety/ mental health grant.

Stephanie moved that the meeting agenda amendments be approved as presented by Joan R. The motion was seconded by Judy Russo and subsequently passed by unanimous vote.

- Approval of Meeting Minutes form 9/30/19

A motion by Brian Puckett to approve the 9/30/19 board meeting minutes as amended. The motion was seconded by Megan Tan then passed by unanimous vote.

- School Director's Report (Joan Roman)
  - 579 applications for enrollment have been received. 232 currently enrolled
  - Joan and Charter One are collaborating on information sessions to be held beginning in November

- Community Events announced
    - October 26 – Fall Festival
    - October 30th Family Night
- Teacher building walk through scheduled November 4th after construction is shut down for the day
- Joan recapped her brief trip to the Charter One head quarters to visit staff and their schools. Very pleased with amount of support she will be receiving.
- Temporary Space –
    - Playground usage limited due to overpopulation and lack of barricades
    - Joan warned of preschools area being subject to drop in Audit and church wished to not have that effected (Joana and church working on a compromise)
    - Joan to rework the recess schedule and location on campus to better suit the church and still allow adequate recess time for children in all grades
    - Church asked the board and Joan to reconsider the lunch vendor due to lack of cleanliness after leaving
    - Joan and the head of church to meet every two weeks to review current standards relationship
    - Joan is asking for more advanced notice ahead of church events held in the schooling area to allow for more time to prepare the space
- New Location (under construction)
    - Temporary signage for the new building to help with recruitment being discussed.
    - Marty McCarthy will be visiting AZ to view Charter One building and Headquarters.
    - EMO to implement new board meeting technology next board meeting to assist with meeting minutes and relationship with EMO.
    - EMO Marketing team to attend (virtually) next board meeting to discuss marketing plan

FINANCE REPORT (Chassidy Miller Sterling Financial)

- The school is operating in the black thus far and has a keen understanding of the adjustment of future drops
- Team CFA loan of $640,000+/- is a safety blanket if absolutely needed. Board discussed using primarily for teacher salaries and benefits if funds get low.
- Custodial funds were discussed, and material usage noted and plan in place to limit the over usage of sanitary products (Specifically paper towels)
- MOTION to approve year to date finances Megan Tan moves Brian Puckett Seconds unanimously passes

Weighted Lottery

- Board discussed and reviewed proposed weighted lottery policy brought forward by Joan Roman and Charter one.
- MOTION to approve BCCA the revised enrollment policy Stephanie moves Judy seconds unanimously passes
- MOTION to submit the charter amendment that would allow the discussed weighted lottery Brian moves Judy seconds

Grants

- Joan asked the board for authorization to complete and submit the Safety/ Mental Health Grant before November 19th Board meeting

- MOTION to approve Joan Roman to complete and submit the grant moved by Judy Russo and Seconded by Megan Tan unanimously passed
- Megan Tan and Brian Puckett discuss recent meeting with Craig Tucker on guidelines for compliance of the access grant rewarded in September.
- Megan and Brian to collect possible parent candidates to apply to the Parent Advisory Council and begin creating subcommittee to adhere to the access grant guidelines beginning in November.

Lunch Contract

- Current Vendor (We Cater to You) discussed by the board (failure to keep a clean working environment and proposed rate hike to current lunches) Joan asked the board to approve her and Mitch Schwab to seek out new vendor and terminate current contract and enter into new contract.
- MOTION – Allow Joan Roman to terminate the contract of We Cater to YOU and begin new Contract once replacement vendor is discovered. Moved by Megan Tan seconded by Judy Russo unanimously passes

School Day and 2021 Calendar

- Joan Proposed to the board to shorten BCCA school day from 8AM to 4PM down to 8AM to 3PM effective January of 2020. Joan will prepare a new schedule and come prepared to November 19th Board meeting with 2020-2021 School year calendar to be discussed and voted on by the board.

Next board meeting will be November 19th at 5:00 PM at 9820 Northcross Center Court.

Marty to adjourn the board meeting – Judy Russo moves to adjourn and Brian Puckett seconds passes unanimously