BONNIE CONE CLASSICAL ACADEMY

MEETING MINUTES

Meeting Date: 6/5/2019 **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 of learning to think critically, reason effectively and communicate persuasively through the rigors of a classical education.

BOARD MEMBERS PRESENT

- Byron Grimmett
- Judy Russo
- Brian Puckett
- Stephanie Newbrough
- William Mills

OTHERS PRESENT

- Joan Roman (Head of School)
- Gregg Sinders (joined the meeting at 5:36 PM by phone)

BOARD MEMBERS ABSENT

- Marty McCarthy
- Chrystal Brown

- Call to Order: The meeting was called to order by Brian P. at 5:03 PM.
- Reading of Mission: Brian P. read the Team CFA: BCCA mission statement.
- Review of agenda – Board approval of agenda: Stephanie N. moved that the board approve the agenda as provided by Joan R. Judy R. seconded the motion which was approved by unanimous vote.
- Approval of May 23, 2019 Meeting Minutes: William moved that the minutes of the May 23 called meeting be approved by the board. The motion was seconded by Judy R., which subsequently was approved by unanimous vote.
- Director's Report: (report follows)

Applications and Enrollment

Bonnie Cone Classical Academy Enrollment				
Grade Level	Capacity	Applications	Enrolled	Waitlist
K-6	400		178	

About 90 applications received in last 30 days.

Marketing

- Phone Campaign: Joan is calling all non-responsive applicants.
- Media Campaign
  - Philip McGinnis – Online push with specific targeting/collaboration with $500 free marketing
  - Jessica with print media – has been in paper last two weeks
- **Events**
  - Enrollment Information Session – Saturday, June 8, 10AM

- Family Fun in the Park – Friday, June 14, 3:30PM-7:00PM
- Uniform Fitting – Thursday, June 20, 4:30-6:30PM; information session at 6:30PM
- Information Session – Thursday, June 20 6:30-7:30 PM
- Enrollment Packet Submission
  - Thursday, June 6, 4:00-7:00 PM
  - Saturday, June 8, 11:30 AM-1:00 PM
  - Thursday, June 13, 4:00-7:00 PM

OCS Meetings:

- June 10: CSAB to review deficiencies in RTO Report (Board highly encouraged to attend)
- June 11-12 New Charter Institute

[Philip joined the meeting at 5:21 PM and gave an update on marketing efforts. There was discussion and review of upcoming events. Mail Chimp is being used with an email distribution list of parents who have submitted applications. Night at the Park may be a significant marketing opportunity. Information sessions highlighting classical education have been very successful.]

Contingency Plan

- Church congregational meeting – Sunday, June 9, 6:00 PM
- Review of Lease Terms with First Baptist Church of Huntersville. Rates are reasonable.

New Hires

- Resumes provided

- Contingency Plan Lease Review: William M. moved that the lease terms be accepted, subject to permitting and potential minor adjustments. Judy R. seconded the motion which was then approved unanimously by the board.
- Team Turse After Care Contract Review: General discussion of services that can be provided by Team Turse.
- Public Comment: No members of the general public were present.
- Closed session to review Proposed Personnel Hire: Stephanie N. moved that the board enter closed session to review proposed hires as presented by Joan R. Judy R. seconded the motion which was approved by unanimous vote. The board entered closed session at 6:00 PM.
- End closed session. A motion was made by Byron G. and seconded by Brian P. that the board end the closed session and return to open session. The motion was approved unanimously. The board ended the closed session at 6:10 PM.
- William M. made a motion to extend an offer of employment to Anna Panel. Judy R. seconded the motion, which was subsequently approved by unanimous vote.
- Adjournment: Byron G. made a motion to adjourn the meeting. Stephanie N. seconded the motion which was approved unanimously. The meeting adjourned at 6:22 PM.