

Regular Board Meeting Minutes

June 28 , 2021

Board Members Present: S. Walker, D. Goldfarb

Virtual Attendees: M. McCarthy, J. Young, J. Cole, B. Butler

School Representatives: S. Reddick, A. Hamp; **Guests:** Connecting Elements Angie, Mary Beth
1929 W. Arrowood Road, Charlotte NC 28217

Minutes prepared by J. Whisnant

I. CALL TO ORDER - ESTABLISH QUORUM

Meeting was called to order at 5:06 pm. It was established that a quorum was present.

- A. Next meeting: Monday, July 26, 2021
- B. Mission Statement – Through classical education’s rigor, Unity Classical Charter School will develop intellectually, morally and physically excellent citizens who embrace learning and the desire to serve.
- C. Adoption of Agenda: M. McCarthy motioned to adopt. J. Young seconded the motion. Motion carried.

II. REPORTS/ACTION ITEMS

A. *Marketing Presentation and Report* – Jennifer Lucas, Alliance Education Services, Inc.

1. Alliance Education provides support to Charter Schools and will be moving forward with us as our new marketing partner.
2. Short Term Goal: push for as much enrollment as possible at the current location.
3. Upon moving to new facilities will pivot to advertise to back fill any seats that are lost in the transition.
4. Prior firm lacked a call to action. Advertisements include value propositions, direct apply here and direct click to apply. Discussion followed with questions and answer session.

B. *Furniture Proposal and Vote* – Angie and Mary Beth, Connecting Elements

1. J. Cole updated Board on the availability of free furniture available to us from another school.
2. New proposal for Furniture. Connecting Elements presented a condensed version of upfitting school for furniture. Modified from prior versions to get phase one up and running in the most cost-effective way.
3. Discussion on the proposal followed. Went over room by room. D. Goldfarb asked if there was anything on the wish list that is not on this list? Discussion on gymnasium, risers, warming kitchen and other wish list items. S. Goad Reddick clarified that playground, signage, warming kitchen and outdoor furniture is not included in the Connecting Elements proposal.

4. D. Goldfarb made a motion to move forward with this proposal with the caveat that it may need to be modified based on enrollment numbers; still reviewing options for bleachers and warming kitchen, and playground. M. McCarthy seconded the motion. Motion carried.

B. Treasurer Report – Dana Goldfarb

1. 3 new grants came through: student health, supplemental insurance changes, and summer program funding.
2. The Advertising Budget has been increased.
3. Otherwise not a lot of change. Cash flow at about \$900,000 and has a slight surplus.
4. M. McCarthy moved to receive the treasurer report. J. Young seconded. Motion carried.

C. Policy Update and Vote on Exit Interview Process - Dana Goldfarb

1. D. Goldfarb read an update to be added to the policy manual. D. Goldfarb asked for questions and comments. M. McCarthy made a motion to accept this update. J. Young seconded. Motion carried.

D. SEL/Mental Health Discussion and Vote – Sheila Reddick and Alicia Hamp

New state requirement that we have this in place by Jul 1, 2021 .

1. 3 components: Required Professional Development Component, Implementation to plan component, Suicide risk protocol.
 - a. Professional development component: Discussed and reviewed.
 1. Sex Trafficking prevention (done this year with all staff);Mental Health Training (state has put together modules);
 - b. Implementation to Plan: A. Hamp and M. Slater to complete
This has been started with a pilot, and it was well received. This is the social and emotional component for students. The curriculum is TBD. Discussion and questions followed. S. Reddick clarified it is a new state requirement.
 - c. Suicide Protocol. A. Hamp utilized the template from the state and adapted to our school.

D. Goldfarb asked if this needed to be added to policy manuals/parent manuals etc.? Discussion followed. A. Hamp to seek clarification.

M. McCarthy motioned to adopt the SEL required plans as proposed, D. Goldfarb seconded the motion. Motion carried.

E. IT Discussion and Vote – Dana Goldfarb

1. Contract with Steve Joyner for technology services on-site
 - a. He has been handling our technology this past year and has been well received. Currently contracted for four hours a week on site and hours for support away from the school. Olivia ensures all computers are

working, connected and printing. At some point, D. Goldfarb would like to see an IT position on staff to assist with this. Discussion followed. J. Young is to work to get the contract into a better format for our needs. D Goldfarb motioned to move forward with Steve Joyner’s contract once it is in the proper format for support services for our technology platform. M. McCarthy seconded. Motion carried.

- b. Technology needs going forward in new facility
Steve Joyner’s company works well with John Hughes and has lots of vendor options, and has already walked through needs for the new school and found significant savings. Maintenance is included in the service of the upfitting. D. Goldfarb motioned to approve Steve Joyner’s technology spending for the new facility. M. McCarthy seconded. Motion carried.

F. *Facilities Update and Discussion* – Dana Goldfarb and committee

S. Walker met last Thursday with BCCG and they brought us to date.

- a. We got the NCDOT approval on 6/10. City of Charlotte has approved; Site plan is in place and Mecklenburg County has issued building permits. Walls are scheduled to go up the week of 7/12 and all walls should be up by end of July. Discussion followed on dates for completion. Everything is moving forward.

G. *Lease Renewal with Steele Creek Church Discussion and Vote* – Sheila Reddick

and team have walked space for any and all available rooms to accommodate additional student count. We have a verbal agreement with Larry from the church for an increased rent due to additional space required but we don’t have contract yet.

- a. S. Reddick: we have asked for additional space such as the little tent and the big tent, the “high school” room, upstairs multipurpose room and room off behind the multipurpose room aka “middle school” room. There is a chance we might need the huge lobby as well.

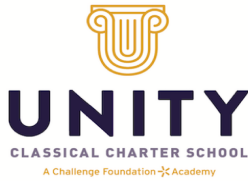
Discussion followed. S. Walker makes a motion that if we get a contract with the space that has been verbally agreed upon and the contract is month to month that we move forward with the lease Steele Creek Church. M. McCarthy seconded.

H. *Enrollment Update* – Sheila Reddick

- i. We are at 384. We are very close in some grades of needing to open additional classrooms. She would like 400. If we pass 400, we may have to look at some non-traditional classrooms. Enrollment team has been active with emails and phone calls that we are working through the 20% now so we might not see as much decrease in the fall (no-shows).

I. *Board and Director Evaluations*

Need help on our governance committee, S. Walker will be following up on this.



- a. D. Goldfarb needs the school performance on year-end testing, A. Hamp will get reports to board/Golfard on remediation and feedback from the parents' and staff surveys.

III. HEAD OF SCHOOL REPORT S. Reddick

- a. Students finished on June 10th. We had our 5th grade step-up ceremony in the big tent. And had a wonderful K student celebration.
- b. Summer camp has started. Began on June 14 (Monday) and this camp is focused just on the upper grades with students that need to retake the EOG
- c. Admin team is busy closing out the school year. Must be done by June 30th. July 1st begins a new school year.
- d. Star testing results are in; Need to update the spreadsheet. After July 1st and 2nd retests (EOG) should have all data by next board meeting.
- e. Staff and parent surveys for End of Year have already gone out. We hope to have that for the board next meeting.
- f. S. Walker signed all contracts for existing staff members. We are still interviewing for new positions. There does seem to be a shortage of qualified teachers.
- g. Monday, July 12 is our 2nd summer camp for our K-2 grade students to aid in growth and COVID slides. The camp was by invitation (30 seats for both sessions) and we have been full.

Discussion followed on the number of students eligible for summer camp and the number who agreed to come that were invited. Communication was done heavily to get the children to attend.

IV. ADJOURN

J. Young motioned to adjourn at 6:42pm. D. Goldfarb seconded. Meeting was adjourned by S. Walker.