

**CORPORATION FOR EDUCATIONAL PARTNERSHIPS
BOARD OF DIRECTORS MEETING MINUTES
November 17, 2020, 7:00 p.m.**

I. Call to Order

Robin Henderson, presiding: Meeting called to order at 7:04 pm

Members present: Robin Henderson, Kay Smith, Lori Stokes and Tim Allen in-person at the school. Gary Leonard virtually through Zoom as of 7:34 pm.

Staff: Dr. John Schulz, Dr. Tom Miller, Alex Bass

Ms. Henderson welcomed the participants and opened the meeting. A Quorum was established. The Agenda was approved. MOTION: Tim Allen, Seconded: Kay Smith Vote: Approved by unanimous consent.

The minutes for the October 27, 2020 Board meeting were approved. MOTION: Tim Allen, Seconded: Kay Smith Vote: Approved by unanimous consent.

II. New Staff Hires

Dr. Schulz presented 5 new hires to be approved- two HS science teachers, one HS English teacher, One MS ELA teacher, and one MS math teacher. A motion was made to approve the new hires presented. MOTION: Tim Allen, Seconded: Lori Stokes Vote: Approved by unanimous consent.

III. Public Comment

Public comment was available for anyone who wished to speak. There were no participants in the Public Comment.

IV. Mr. Alex Bass; Dean of Students and Testing Coordinator

Mr. Bass introduced himself to the Board and shared his perspective on his new roles at SWA.

V. Return to Campus

Dr. Schulz went over the updated plan for students' return to campus. Documentation presented is included in the Board meeting package for further reference. Primary points of discussion:

- The safety committee came up with the plan.
- The plan could change at any time based on factors outside SWA's control.
- Surveys are due by Wed, Nov 18, 2020, and staff will come up with cohorts.
- Remote option will always be available as long as the pandemic is active.

VI. Head of School Update

Dr. Schulz went over the Head of School Report. The report is included in the documentation for the Board meeting package for further detail. Primary points discussed:

- Established cross-school departments and have opened up the application process for department chairs.
- Discussed a Nurse position and a School Resource Officer position that was approved at the last meeting. The Nurse is needed immediately, while the SRO position can be filled when students are all back on campus.
- School sign- the town will allow a sign in the current location up to 48 inches tall. Anything larger would need to be set back further. Agreement reached on “favorite” sign model and Dr Schulz will get a mock-up completed for review.
- The Mission Statement needs to be reassessed and rewritten to not be so generic and truly express what SWA is and stands for.
- The building plans for the new high school will be refreshed and a meeting will be scheduled to get the process restarted.
- Graduation still planned for 7:00 pm on June 4, 2021.
- Dr. Schulz went over a survey completed last year with charter schools across NC and then specifically SWA. Identified many areas for opportunity at SWA around morale and community spirit.

VII. Finance Report

Please see Budget info presented included in the Board package. Dr. Miller reviewed the following information:

- No major news on the budget process.
- There is not a specific plan yet for the use of instructional funds or technology funds. Currently working to develop a specific plan for use.
- Legal budget needs to be reassessed.
- Multiple teachers (EC specifically) are on contract, and the budget shows funds for them under “teachers.” This needs to be reallocated.
- Discussed COVID funds available and those being applied for. COVID funds are planning to be used for the Nurse position.
- Lots of work still to do in the finance area- need to hire a finance manager.
- Three HVAC bids were discussed since it is considered an emergency. A motion was made to approve the expenditure of the replacement HVAC system, leaving it up to administration to decide which bid to go with after further investigation. All bids were within \$1200. Motion made by Kay Smith, Seconded: Lori Stokes Vote: Approved by unanimous consent.

VIII. Additional Action Items

Additional approvals for the following took place:

- Motion made to approve the updates to the Faculty Handbook as presented. Motion made by Tim Allen, Seconded: Lori Stokes Vote: Approved by unanimous consent.
- Motion made to approve the updates to the Student Handbook as presented. Motion made by Tim Allen, Seconded: Lori Stokes Vote: Approved by unanimous consent.

- Motion made to approve the Admission/Enrollment/Lottery Policy discussed, including dates of information to be provided and dates of application to be open. Motion made by Tim Allen, Seconded: Lori Stokes Vote: Approved by unanimous consent.
- Dr. Schulz gave an update that a former Board member, Mr. Rashard, has passed away. The Board expressed sympathies and prayers for Mr. Rashard's family and appreciated his service to the SWA community.
- Dr. Schulz also mentioned that SWA withdrew from fall sports but was still able to stay a member of the conference. We will need to consider beginning winter sports soon, and a special Board meeting can be called as needed to make any decisions prior to the next scheduled meeting.

IX. Next Board Meeting

Ms. Henderson stated the next Board meeting will be held on Tuesday, January 26, 2021.

X. Adjournment

Motion made to adjourn. MOTION: Lori Stokes Seconded: Tim Allen Vote: Approved by unanimous consent.

Robin Henderson adjourned the meeting at 8:07 pm.

Robin Henderson, President

DATE