

**CORPORATION FOR EDUCATIONAL PARTNERSHIPS
VIRTUAL BOARD OF DIRECTORS MEETING MINUTES
August 4, 2020, 7:00 p.m.**

I. Call to Order

Robin Henderson, presiding: Meeting called to order at 7:00 pm

Members present: Lori Stokes, Gary Leonard, Robin Henderson, Kay Smith, Tim Allen

Member absent: Marlyn Bridgman

Staff: Dr. Tom Miller

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.

Ms. Henderson noted that we were to approve the Board minutes from the July 28, 2020, meeting, but they had not yet been provided to the Board for review. Those minutes will be approved at the next Board meeting.

II. Presentation of Head of School Report

Dr Miller presented the Head of School report. Primary points of the discussion:

- A cleaning quote was provided. Extra cleaning will be needed on a daily basis, and it will increase as more people return to school. No approval is needed since the increased cost is still within the budget line item.
- Good cleaning and virus protocols have been put in place and are being practiced by all people working at the school currently.
- Enrollment status and where we have the most openings. Enrollment is up 1% since last week's report. Worked through the waitlist, and the grades with the bulk of the waitlist are 6th, 7th, and 8th.
- Presented 6 new hires and 1 promotion for approval. One of the new hires is an administrator. That recommended hire will be discussed more fully in the upcoming Closed Session.
- There were 5 resignations reported.
- Discussed key hiring priorities and current vacancies. The major challenge/need right now is a Human Resources position. Five of the vacancies are in core competency positions, while the others are in electives.

Dr Miller stated the priorities currently are :

- Purchasing remote learning equipment for the teachers. A survey was recently sent to the teachers to find out what is needed.

- Safety materials (sanitizer, etc.)
- Marketing/branding of the school to ensure our mission and message is consistent
- Working through some compliance issues.

A Motion was requested to approve the new hires (minus the administrative position) and promotion. MOTION: Kay Smith, Seconded: Tim Allen Vote: Approved by unanimous consent.

Ms. Henderson then noted that we needed to approve the amended agenda, since the Minutes from the last meeting were not presented for approval. MOTION: Gary Leonard, Seconded: Lori Stokes Vote: Approved by unanimous consent.

III. **Board Closed Session**

Motion made to go into closed session to discuss personnel matters at 7:16 pm. MOTION: Gary Leonard, Seconded: Kay Smith Vote: Approved by unanimous consent.

Motion made to begin closed session at 7:18 pm. MOTION: Gary Leonard, Seconded: Tim Allen Vote: Approved by unanimous consent.

Members present: Lori Stokes, Gary Leonard, Robin Henderson, Kay Smith, Tim Allen
Member absent: Marlyn Bridgman
Staff: Dr. Tom Miller

Motion made to leave closed session at 8:07 pm. MOTION: Tim Allen, Seconded: Gary Leonard Vote: Approved by unanimous consent

Closed session ended and a return to the open session meeting took place.

IV. **Action Items**

Motion made to go back to open session at 8:10 pm. MOTION: Tim Allen, Seconded: Kay Smith Vote: Approved by unanimous consent.

Motion made to approve Mr. Dennis Noble for middle school administrator at 8:11 pm. MOTION: Tim Allen, Seconded: Gary Leonard. Vote: Approved by unanimous consent.

Motion made to accept the resignation of Mr. Carroll Reed and pay him through the end of August 2020 at 8:11 pm. MOTION: Tim Allen, Seconded: Kay Smith. Vote: Approved by unanimous consent.

V. **Next Board Meeting**

Ms. Henderson stated the next Board meeting will be held virtually on Tuesday, August 11, 2020. Ms. Henderson thanked Dr. Miller for all of the hard work he is doing and all the teachers for their support, patience and commitment to SWA.

VI. ADJOURNMENT:

Motion made to adjourn. MOTION: Gary Leonard Seconded: Tim Allen Vote: Approved by unanimous consent.

Robin Henderson adjourned the meeting at 8:14 pm.

Robin Henderson, President

DATE