

**CORPORATION FOR EDUCATIONAL PARTNERSHIPS  
BOARD OF DIRECTORS MEETING MINUTES  
June 4, 2019 p.m., SWA Campus**

**CALL TO ORDER**

Kasey Davis presiding: Meeting called to order at 7:04 pm

**Members present:** Kasey Davis, Marlyn Bridgman, Lisa Medlin, Gary Leonard,  
Michael Stone, Leroy Reshard

**Member absent:** Lori Stokes

**Ex-Officio:** Mike Heavey, Nikki Williams (PTO)

**ESTABLISH A QUORUM / APPROVE AGENDA**

A Quorum was established.

The agenda was approved: **MOTION** by Michael Stone, Seconded by Gary Leonard

The April 30, 2019 minutes were approved: **MOTION** by Gary Leonard, Seconded by Michael Stone

**REPORTS**

**President: Kasey Davis**

- Kasey Davis discussed board policy recommendations (DPI-required policies).
- Discussed budget review for 2019-2020.
- Discussed all board members sign Conflict of Interest and Anti-Nepotism documents.
- Committees will meet to establish dates of next meetings.

**Senior Advisor: Carroll Reed – written report**

- The budget provides approximately the same percentage in areas not related to personnel and rents/debt service.
- We added 6 new positions for next school year and adjusted the budget for personnel and benefits plus anticipated salary increases.
- Added interim interest for Grigsby property and Phase 1 of Spence Farm Road Project until we close on the USDA loan. Awaiting closing of Grigsby property.
- Some increase made in both utilities and in building maintenance and repairs. Routine maintenance and upgrades are necessary as buildings age.
- \$125,000 is in 'Capital Improvements' for carpool loop and PE Field projects.
- The budget includes \$500K in 'Fund Balance.' This provides flexibility for needs occurring throughout the year. Major budget modifications are reviewed with the Finance Committee throughout the year.
- Any real estate purchase or major improvement project proposal with specific budget impact will be presented for approval to the full board.
- Budget remaining: 21.1% Year remaining: 16.7%.

- On May 14, 2019, the Finance Committee unanimously approved the draft 2019-2020 budget. Budget will be presented to board for approval. This budget is our beginning budget for the new school year that begins July 1, 2019.
- DPI has provided five new policies now required for charter schools.
  - 1) Cash Management of Federal Funds
  - 2) Allowable Cost
  - 3) Purchasing & Expenditure of Federal Funds
  - 4) Time and Effort/Personal Services
  - 5) Equipment

**Director of Development: Mike Heavey** –written report

- Continuing to build relationships with Wake Tech Community College leadership that will benefit our students and provide future opportunities.
- Continuing to build ties to Brian Hamilton Foundation that will add value to SWA students and secure grants that support leadership programs and entrepreneurship initiatives.
- Meeting with vendors that can provide security and phone/paging.
- F-V Chamber President, Linda Franette had meeting with SWA CTE teacher, Ryan Kimball. Ms. Franette will support our internship program. Chamber will advertise student internships on their website.
- Ongoing fund development efforts include active participation in business and civic clubs to build awareness and visibility in local community.
- Our new Grant Consultant, R. Beyer focusing on grant research with targeted federal and corporate foundations. Onboarding and initial research went smoothly as she used her expertise to produce positive results.
- Research private label program, continue to build ties with Director of Economic Development (Fuquay Varina) seeking town grants, working with F-V Business Alliance to increase the amount and quantity of sponsorships and scholarships, present new online corporate sponsorship link to many potential corporate sponsors.
- Select arts-based grants from NC Arts Council and United Arts Council that will provide the equipment, training, and support for our teachers and students.
- Tim Epling, Executive Director of Oaks Initiative and FV Rotary Club member, discussed opportunities for property owned by Oaks Initiative and partnering with SWA. Continue discussions to determine land use, financing, and future opportunities.
- New initiatives: Target top 10 businesses in Holly Springs and Fuquay Varina. Goal is to fund specific equipment and fund educational programs.
- Working with John Deere Company to introduce their engineers to SWA. This will lead to future internships, scholarships, grants, and becoming a corporate sponsor.

**PTO President: Nikki Williams**

- Staff Appreciation Week – great success
- Graduation - donated \$500 for graduation expense
- Senior T-shirts – PTO will gift T-shirts to 2020 senior class
- Uniform Swap – Tuesday, July 9, 2019 at 6 pm
- School Supply Boxes – 34 boxes sold, deadline July 1

**ACTION ITEMS:**

- 1. Motion made to approve five new board policies required by DPI for charter schools. Motion: Gary Leonard, Seconded by Leroy Reshard  
VOTE: Approved unanimously**
- 2. Motion made to approve 2019-2020 Budget. Motion: Leroy Reshard, Seconded by Lisa Medlin VOTE: Approved unanimously**

**ADJOURNMENT:**

7:43 pm **Motion:** Gary Leonard, Seconded: Leonard Reshard

Next Board Meeting in August. TBA

---

**KASEY DAVIS, President**

---

**DATE**