



**Governing Board Meeting Minutes for:
Wednesday, May 18th, 2011
Wellness Room
5:30 p.m. – 7:30 p.m.**

GB Present: Brandon, Quanda, Kevin, Bryan, Barbara, Josh, Ryan (called in)

GB Absent: Joni

Others present: Michele Garver, Terry Croy Lewis, Rick Boos, Kelle Bongard, Annette Sloan, Renee Burns, Sara Colburn and Sheryl Fernandez (ARES Consulting)

- I. Call to order: BJ called the meeting to order at 5:35 p.m.
- II. Approve agenda: BG made a motion to approve the agenda. QS seconded the motion. Motion passed unanimously.
- III. Approve meeting minutes of April 20th, 2011: KM motioned to approve the minutes from April. BG seconded. Motion passed unanimously.
- IV. Public Comment: None at this time.
- V. Student showcase: None at this time.
- VI. Executive Director Report: TCL presented the ED report. It discussed enrollment, 3rd grade CSAP results, a staff update for next year, a preschool update, a library update, a summer school update, a food service update, and a list of upcoming important dates. See attachments for more details.
- VII. Director of Communications Report: AS presented her report. See attached.
- VIII. Financial Report: RB gave a report on April financials. See attached. He then presented a draft of the 2011-2012 budget. See attached.
- IX. New Business & Action Item Update
 - a. Discussion Items:
 - i. CSI Contract Renewal – BW and TCL have been working on the contract renewal.
 - ii. Parental Grievance Policy: TCL talked about our need to have a parental grievance policy. She has looked at several samples and hasn't found one that perfectly fits our needs. BG offered to look at the samples and tweak them to come up with a policy that fits HPA. He will do this and have it ready for the June board meeting.
 - iii. Preschool and Kindergarten Tuition 2011 – 2012: TCL explained that we haven't changed or increased our preschool and Kindergarten tuition since HPA opened. We currently base tuition on the number of days that students are in school, which means that the amount billed varies from month to month. This has caused headaches with billing and accounting. DPP doesn't like this method and would like us to move to a flat fee per month. This would also make it easier for HPA in terms of accounting. TCL presented a new preschool tuition table with flat rates (see attached). This system would be based on an annual fee. Parents could pay upfront or pay monthly. TCL then recommended that we keep our Kindergarten tuition rates the same.
 - iv. Activities Fees 2011 – 2012: TCL explained that our current activities fee is \$50 per student. Field trips are costing more than what students pay and the school is paying the balance. Activity fees also pay for speakers and other activities. However, TCL

recommended that we don't increase the activity fees because she doesn't want to put additional financial strain on our parents.

- v. Focus Group Results: Sara Colburn and Sheryl Fernandez from ARES Consulting presented the results of two parent focus groups that took place in April. See attached.

b. Approval Items:

- i. 2011-2012 Budget: BW made a motion to approve the resolutions for fund balance utilization and the adoption of the 2011- 2012 budget. BJ seconded. Motion passed unanimously.
- ii. Preschool and Kindergarten Tuition 2011-2012: BJ moved to approve the new preschool tuition table. KM seconded. Motioned passed unanimously. JR made a motion to approve no change to the Kindergarten tuition. QS seconded. Motion passed unanimously.
- iii. Activities Fees: BW made a motion to keep activity fees the same. KM seconded. Motion passed unanimously.

X. Committee Reports

- a. Curriculum & Accountability: none at this time
- b. Marketing & Public Relations: discussed above in Director of Communications report. See attached.
- c. Facilities: None at this time
- d. Finance and Accounting: discussed above by RB and TCL
- e. Strategic Planning & Governance: none at this time
- f. Legislative Issues: none at this time

XI. Executive Session: At 7:32 p.m., QS made a motion to go into executive session to discuss personnel matters. JR seconded. RB and TCL were invited to join.

XII. General session reconvened at 8:00 pm.

XIII. Discussion:

- a. RB and TCL will request \$20,000 from the High Point Education and Community Foundation for performance pay for the 2010-2011 school year as was agreed upon last year.
- b. TCL will follow up with Mark Hyatt (CSI Executive Director) regarding the new charter contract.

XIV. Approval:

- a. Boos Financial Proposal 2011-2012: BJ made a motion to approve the proposal. BG seconded. Motion passed unanimously.

XV. Adjourn – BG motioned to adjourn the meeting at 8:35 pm. QS seconded the motion. Motion passed unanimously.