

**American Renaissance School  
Board of Directors Meeting  
November 6, 2019 5:30pm**

***Mission:***

***To ensure a standard of academic excellence by providing a nurturing environment that allows each child to reach their fullest potential as students and citizens.***

**Board Members in Attendance:** Tracy Sain, Danny Carpenter, Caity Gordon, Raphael Weeks, Frank DiGangi, Jonathan Bell

**Board Members Not Present:** Michele Knapp, Kameron Brown

**Administrative Staff Present:** Jim Duffey, Jessica Duncan, Andrea Leluika, Tai McMiller, Danielle Cusick, John Mairs

**Call to Order**

*Called to order at 5:35pm.*

*Frank DiGangi*

**Approval of Agenda**

Raphael moved to approve agenda. Jonathan seconded.

**Recognition**

**Administration**

- Beta Club
  - National Beta Club Leadership Conference in October at Great Wolf Lodge
    - Members of Rapid Response Challenge team performed well
    - These 6 students will be able to attend the national conference in Texas
    - Jen Lloyd and Anita Waugh are facilitators
  - Made over \$700 at PumpkinFest booth
- Jessica Duncan ran the New York Marathon!
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Andrea Leluika

**Approval of Minutes**

*Circle back to this*

**Public Comments**

***No public comment***

**Closed Session- Policy Discussion**

***\*Doc- in Board of Directors Closed Session Materials shared drive***

## Committee Reports

- Finance
  - October financial report presented Frank DiGangi
    - Motion to approve - Jonathan, 2nd by Tracy
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  - Presentation of 2018-2019 Audit C. Briggs Petway Jr.
    - Overall
      - Spent \$4.65MM to operate last year
      - 541 average daily members
      - \$8,595 per student
    - BOD
      - Need to be careful about fiduciary responsibility and conflicts of interest
    - P6 Letter
      - At the bottom, under “Opinions” is stated that ARS has fairly stated financial statements that is not misleading. Fair presentation is more important than absolute accuracy.
      - A “Clean Opinion”
    - P16 Exhibit 1 (Balance Sheet)
      - Suggests that \$2.73mm in assets, including \$150k cash.
      - Cash is a little lower than where we’d like to be.
      - Cash should be 8% of fund balance. We’re a little under.
      - Liabilities - \$10mm
        - \$7.2mm, \$2.7mm deferred inflows that act as liabilities (comes to about \$10mm)
        - Post-employment retirement benefits, healthcare, disability, net pension
        - \$2.7mm salaries and expenses this year
        -
      - Fund Balance is ok. It’s the huge numbers for post-employment benefits.
      -
    - P17 Exhibit 2 Income Statement / Program Revenue
      - \$4.65mm expenses to operate the school
      - Revenues \$4.597mm
      - Funding 879k local LEA’s
        - \$3.25mm state
        - \$192k federal
        - \$332k assorted revenues
          - \$23k sales tax refunds
          - \$43k lunch payments
          - technology
          - \$41k spring art gala
      -
    - Single audit report - state public school funds
      - Acadia is monitoring this for us

- Spend no less than state public school funds, then go to LEA
      - No errors were found, no misstatements
      - Another opinion is listed at the back of the report stating as much
    - Letter to the Board of Directors
      - States that the Board needs to be aware of all activities to detect fraud
      - How the audit progressed--made a point of saying that honest, detailed answers were given by ARS
      -
  - Monthly Financial Statements
    - MPP Revenue Analysis John Mairs
      - Student supplies are down
      - Field trip costs are up
      - Charter Success worked with John on resolving the coding issues
    - Coaching with Charter Success using documentation for continuity as personnel changes occur.
      - Jim recommended the Board look at methods to develop a daily rate through policies and procedures.
        - Frank will add to the governance committee.
  - Cleaning Service Contract Recommendation Jim Duffey
    - REcommend approval to Blink by Jonathan, 2nd by Frank, approved.
  - Toshiba contract amendment John Mairs
    - Recommend approval by \_\_\_\_\_, 2nd by Raphael, approved.
  - Event: Queen City Roundtable on Charter Expansion and Replication
    - Date: November 19, 2019
    - Where: Community School of Davidson [404 Armour St, Davidson, NC 28036](http://www.davidson.edu/404-Armour-St-Davidson-NC-28036)
    - Time: 10am-12noon
    - RSVP by: November 15, 2019 and please include any dietary concerns or request.
    - Grant for transportation, but using a weighted lottery. Support 5 years max, and then the school would need to pick up the costs.
    - Jim wants to invite 2 Board members to participate if possible.
- Fundraising
    - Rap Report Shannon Sloan
      - Fall Festival
      - Uniforms revenue totaled app. \$10,000. Frank mentioned adding this to the budget if some is transferred to the school. Add to savings account.
    - 3B Report Jim Duffey
      - Numbers - \$10,000 revenue, with \$2,000 in costs. Actual balance app. \$7,200.
  - Governance
    - BTSP Audit Cathy Berkley
      - State audit at the start of the year with some suggestions for improvements. Not a compliance issues, just recommendations.
    - Closed Session- Policy Discussion Jonathan Bell
    - Handbook policies
      - Updates to the bullying policies. Added victim advocate statements.

- Asked the board to review for next month's meeting in December. Compare to the existing policy.

- Personnel

- Teacher Recommendation Jessica Duncan
  - Approved recommendation - Jonathan, 2nd Frank, approved.
- TA Recommendations Jessica Duncan
  - Approved recommendation - Jonathan, 2nd Frank, approved.
- MTSS Coach- recommendation Jim Duffey
  - 4 internal candidates per Jim. Reviewed with staff to determine to best structure, landed on MTSS coach position.
    - Recommend Christine — —- from the 3rd grade for the position. Recommended approve by Jonathan, 2nd by Raphael. Approved.
  - Frank abstained from voting due to conflict of interest.
- Endeavor Contract/Partnership Recommendation Jim Duffey
  - OTPT supplemental service. Tentative approval pending legal review - Jonathan, 2nd Tracy, approved.
- Speech Contract Recommendation Jim Duffey
  - Taking on a part time to assist with the case load. Current load is above the state level. Tentative approval pending legal review -Tentative approval pending legal review - Jonathan, 2nd Tracy, approved.
- TVI Contract- Procure Jim Duffey
  - Jim - using the same contract for years, but the vendor seeks an out.
  - Procure - web-based, but someone would be onsite - costs will be much less due to reduced travel time. Tentative approval pending legal review - recommended by Jonathan, 2nd Raphael, Approved.

- Facilities

- Geotech Contract, Survey Contract Tracy Sain
  - CVET contract for \$7,400 - Jonathan, 2nd Raphael, approved.
- Site Survey
  - Awaiting ALTA standards for the survey from the lender, then GC will recommend a contract for surveying.

## School Reports-

- Elementary

- Personnel Recommendations made above
- Invitation to Town Hall, Veterans Breakfast, Football Tournament and Chorus Concert (Dates, Locations in written report)
  - Town Hall at YogoLoft 11/7 @ 8:15am
  - Veteran's Breakfast Fri 11/8 @ Donovan Cook
  - Football Tournament - 9am and 4:30pm this Saturday
  - Chorus Concert in December 2

- Leadership Statesville visit to ARS on Nov 21
  - Usually they go to ISS, but this year they are coming to ARS.
  - Jim will give a talk, then tour both schools.
- Additional items in written report
- **Middle**
  - NC Check Ins
    - Done at the MS, finishing up at Elementary School
    - Snapshot of standards that have been hit this quarter, will update at
  - Student-Led Conferences
    - Attendance was strong
    - Incentivized families/students
    - Random drawing for \$150 toward ARS field trip or uniform sale etc.
  - College Field Trips
    - Lenoir-Rhyne and NC State
  - Visits/Presentations for Middle School
    - 11/14 and 11/21 AP Academy at West and Early Colleges will present at ARS
  - Band and Chorus Concerts
    -
- **Technology & Communications**
  - ARS is part of the wave 1 launch of the statewide Say Something Anonymous Reporting System provided by Sandy Hook Promise and NCDPI! We're among the first. Student training began this week, and marketing materials will be posted around the middle campus next week. See written report for more details.
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- **Safety/Evacuation Plan Update**
  - Mike Anderson - State Consultant
  - Decision about Reunification Piece is still pending
  - As of now, without defined direction, we would use off-site location for lockdowns
  - For example, Elementary school would go to the library; Middle school would go to MCC
  - Lockdown perimeter will influence lockdown locations due to proximity to potential crime scene
  - Consolidate this into unified document once decided
  - Exact lockdown procedures will remain somewhat discreet for safety reasons, but staff will be trained
- Counseling

**Jonathan moved to go into closed session for personnel. Tracy 2nd.**

**Jonathan moved to adjourn. Raphael 2nd. Motion passed.**