

**American Renaissance School  
Board of Directors Meeting  
March 6, 2019 6:00pm**

***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 Attending: Michele Knapp, Kameron Brown, Caity Gordon, Frank DiGangi, Danny Carpenter, Raphael Weeks, Jonathan Bell, Tracy Sain

Board Members Not Present: Tori Cearlock

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

Administrative Staff Not Present:

1. Called to Order at 6:03pm Michele Knapp
2. Approval of Agenda Michele Knapp
  - *Frank moved to approve agenda, Kameron seconded motion,*
3. Recognitions Administration  
Duncan, Leluika
  - Spelling Bee Winners
    - Ms. Duncan - Elementary School winner and runner up
    - Mrs. Leluika - Middle School winner went on to the regional spelling bee
  -
4. Approval of Minutes Michele Knapp
  - *Motion to approve by Tracy, Kameron seconded motion*
5. Public Comments
  - NONE
6. Committee Reports
  - Finance Monthly
    - Financial statements - through month of January
      - MTD for January - ~\$60k surplus
      - YTD \$512k surplus
      - Most of our state revenue has come in
      - Another EC headcount coming on April 1
      - Small adjustment of 14k in the allotment statement (March report should show us back on track)
      - By end of Jan, 51% local came in; 47% federal revenue;
      - Annual Fund is a little light but trending accurately.
        - Any fundraising is a big help (Golf & Gala included)
        - Discount Cards are showing as a negative, but that will help with the fundraising projection
      - Before/After Care and Lunch Program are a little off, should reflect about 14k more. *Frank to address further with Jim.*
      - Close to 1mm in operating account
      - *Jonathan moved to accept the report, Raphael seconded*
    - Projection system works great, except for fixed cost items, which we will adjust to be more in line with monthly expenses (without fluctuation)

**NEXT BOARD MEETING April 3, 2019 5:30**

- Budget timeline: needs priorities are still a work in progress.
    - Fundraising
      - RAP Report - Golf Classic & Gala
        - Fundraising/Sales
          - About \$12k in sponsorships
          - Need more “hole” sponsors (\$100 each)
          - 7 paid teams; about 4 or 5 teams that are still gathering
          - Sold 90 tickets, but have committed to sell 250! Need to up the numbers.
        - No childcare, but Tonya Fowler is working on getting alumni to help with childcare that night.
        - Senior Marketing Intern is helping RAP get the word out
        - Volunteers - Need more, have sign up sheet. May add descriptions of possible roles that could be assigned at each volunteer shift.
      - Package Purchase of ARS Events (ARS Annual Pass)? Currently offer for sponsors, but could offer for parents and supporters of ARS.
  - Facilities
    - Financing for purchase of building
      - Waiting to hear back from the investment group BB&T
        - By Friday should get a go or no go
        - Next step would be bringing investor to site
      - Facilities assessment (PCA) will take place on Friday 3/8
      - Meeting with GL Wilson Thursday 3/7 to discuss schedule of events
      - Appraisal/Market Valuation - worked on getting this updated, but recommended to get a new one. That said, current valuation should be relatively accurate.
      - Tax Valuation is current
      - Current Tenants / Day Care
        - Deaton’s (landlords) will discuss the potential sale with tenants.
        - Requested that ARS honor the current leases.
        - This will be addressed/included in contract.
    - Expansion will impact enrollment/capacity.
  - Governance
    - Did not meet on Monday, per Jonathan.
    - Looking over policies to identify the gaps.
    - Background checks and volunteers will be discussed.
    - Don’t need to look for new board members at this time.
  - Personnel
    - Today’s Lottery - John Mairs and Jim Duffey
      - Will need to be redone by state law because of three errors/glitches. New Lottery will be **tomorrow, 3/7 at 4pm.**
      - Kindergarten, 5th Grade, and 7th Grade have been impacted.
      - Jim will send an email to parents who are potentially impacted.
    - Closed Session for remaining topics
7. School Report
  - Lunch Program presentation - Kathy Shipman
    - Put in time last year to design new program: provide healthy choices for students and self-fund a lunch program.

- Bids
  - In January 2019, asked main 2 vendors about putting in a bid for next year. Mama's Pizza asked to put in bid.
  - JD's has not responded.
  - Mama's Pizza offered to provide all of the school lunches. Agreed to \$5 per lunch. Would like ARS to split cost of reduced lunches between ARS and parents.
    - Lunches = pastas, entrees, salads (options of 3 hot, 1 cold)
- Considering Mama's Pizzas
  - This year, number of "reduced lunch" students have increased.
  - Right now, it's an average of \$4.75 per lunch, comes to \$24k total. With number of students we have now, if we went with Mama's Pizza, it could possibly come closer to \$14k total?
  - Mama's Pizza would require us to use their payment system, and then bill ARS.
- **No deadline is currently in place.**
- *Kathy to revisit and analyze the numbers. Kathy will send figures to BOD? Kathy will also revisit community/local restaurant partners.*
- Charter Renewal
  - Tomorrow at 10am - livestream of charter announcements.
  - ARS is expected to get 10 year renewal.
  - ARS will do a press release and marketing push regarding renewal.
- Technology & Communications
  - Action Item: AT&T WAN Contract (Erate)
    - Included: Proposal; Pricing Schedule (to approve); Erate Rider (to approve).
    - 50% Erate funded; 50% DPI funded — budget neutral
    - ARS has one internet service, paid monthly for both elementary and middle schools.
    - New 5-year contract → Selected AT&T based on lowest bid. They are also our current vendor.
    - With new contract, ARS has lower cost per month (about \$50 less per month), with much faster internet.
  - *Motion to approve contract by Jonathan. Seconded by Frank.*
- 8. Summer Program Plan - Andrea Leluika
  - "Bona Fide" Summer School Program
    - ARS fits third criteria: Would allow us to re-teach Language Arts to 4th-8th graders
    - Students that passed the EOG, but got a score of 1 or 2.
    - These students can be invited to the summer program, and give them the opportunity to take the EOG again at the end of the summer program.
    - This year is Language Arts only; Math is ruled out because of new standards (we won't know until next year what scoring was like).
    - Part of Rob Orrill's existing contract, so won't incur any extra expense. Some requisite costs for facilities, etc.
    - 4th-5th the first week; 6th-8th is second and third weeks.
    - *Jonathan moved to approve contract/plan. Kameron seconded.*

9. Potential Sponsor List for Gala - distributed to board members for review. Any sponsors that have not been contacted can be contacted now, but make sure to let Shannon know.

***Motion to enter closed session by Jonathan. Seconded by Tracy.***

CLOSED SESSION - Personnel

***Motion to adjourn by Jonathan. Seconded by Tracy.***

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Signed by officer Caity Gordon

## AGENDA ITEM REQUEST

**SPECIFIC ACTION REQUESTED:** Approval of AT&T contracts.

**AGENDA MEETING DATE REQUESTED:** 2/27/19

**FROM:** John Mairs

1. **Current and future budget implications:** Budget Neutral
2. **Potential cost savings:** \$0
3. **Non-monetary value:**
4. **Mandate or plan recommendation:** Approve + proceed
5. **Funding origin:** Erate + NCDPI School Connectivity
6. **Consequences for not acting:** No internet at elementary.
7. **Downside:** None
8. **Department Recommendation:** Approve as written. This represents a reduction in monthly cost, a 10x upgrade to the speed of the connection, and it remains a budget-neutral item covered by E-rate and NCDPI School Connectivity funding.

**Director's Comments:** I agree with John, is upgrades our speed at no additional cost.

Signature: John Mairs

Date: 2/27/19

## AGENDA ITEM REQUEST

**SPECIFIC ACTION REQUESTED:** Summer Program Plan

**AGENDA MEETING DATE REQUESTED:** 3/1/2019

**FROM:**

1. **Current and future budget implications:** None
2. **Potential cost savings:** None
3. **Non-monetary value:** N/A
4. **Mandate or plan recommendation:** Summer Program Plan to provide re-teaching to students grades 4-8 in ELA who passed their subject but scored a Level 1 or 2 on End-of-Grade Assessment. I will provide a hard copy of the plan at the Board Meeting.
5. **Funding origin:** Rob Orrill would provide this summer program as part of his current contract.
6. **Consequences for not acting:** Summer Program Plan must be approved and submitted by April 1st
7. **Downside:** Students will be provided this summer opportunity of re-teaching, but will not test again on the EOG if this plan is not approved.
8. **Department Recommendation:** Andrea Leluika

**Director's Comments:** Mr Orrill has, since coming here, had two additional paid summer weeks. These have been budgeted for already, therefore there will be no additional cost to run this camp and it will give students involved an additional opportunity for success. Also, if a student scores a higher score on the retake, it will positively impact our proficiency calculation.

Signature:

Date: