

**Uwharrie Charter Academy
Board of Directors Meeting**

November 14, 2019; 6:30 pm at Central Office

Minutes

Board Members Present

Carter Bills	David McRae	Eric Ward
Ashley Duggins	Holly Moorhead	Maxine Wright
Stacy Griffin	Aaryn Slafky	Greg Zephir
Angela Kern		

Joining during Closed Session: Kristian Allen

Others Present

Casey Harris	Maggie Dupree (ES)
Chad Douglas	Ashley Allen (MS)
Ryan Nelson	Aaron Robbins (HS)

UCA Board Ethics Statement

Uwharrie Charter Academy will make decisions that are morally sound, environmentally responsible, fiscally fit, safe for the community, adaptable and promote the development of its students, always with integrity.

Call to Order

Stacy Griffin called the meeting to order at 6:37 pm.

Public Comment

No members of the public exercised their right to speak.

Teacher Presentations

The board heard from three UCA teachers, one from each school:

- Maggie Dupree, 3rd Grade
- Ashley Allen, 7th Grade Science and Physical Science
- Aaron Robbins, High School Biology, Chemistry, and Entomology

Consent Agenda

A motion was made by Carter Bills, seconded by Maxine Wright, to approve the Consent Agenda, including the Treasurer's report, Interim Superintendent/CAO Report, COO Report, CFO Report, and October 10, 2019, Minutes, as presented. All in favor. None opposed. Motion carried.

Finance/Facilities

- a. A motion was made by Angela Kern, seconded by David McRae, to approve the purchase the 3-8 Universal Screener i-Ready software and professional development from Curriculum Associates for \$12,960. All in favor. None opposed. Motion carried.

- b. A motion was made by Greg Zephir, seconded by Eric Ward, to approve the purchase of 300 Chromebooks for the Middle School for \$15,000, with a one-year warranty. All in favor. None opposed. Motion carried.
- c. Facilities Update – Chad reviewed the key initiatives outlined in his COO report, highlighting that work had already begun on at Ludlum Road and for the gravel lots at the middle and high schools.

Governance

- a. Reports from Committees
 1. Angela Kern shared that the Academic Excellence Committee is working on the 2020-2021 calendar and hope to have it ready to present in December.
 2. Holly Moorhead shared an idea that came up at the Governance Committee’s October meeting to consider adding a non-voting faculty representative from each school to the Board for a one-year term. Stacy Griffin asked the Committee to develop recommendations to present to Casey Harris before the next Board meeting in December.
- b. Nomination process update
 1. Holly Moorhead distributed forms for each board member to use to nominate a member to serve on the Executive Committee for the 2020-2021 Board year. She asked that forms be returned to her by Wednesday, November 21.
 2. Ashley Duggins outlined the process for nominations for new Board member seats for the 2020-2021 Board year. She asked each member and the staff present to talk to at least one person, reminding them that the deadline for applications is December 15, 2019, and that details and the application can be found on the UCA website.
- c. Coalition update – Stacy Griffin shared that she was contacted by a Mr. Zimmerman about a Coalition UCA belongs to based out of New York. After researching, Ryan Nelson found a dues payment made to this organization of \$1500 in August 2018. There is no record of a Board vote on this membership. Further research will take place.
- d. Superintendent Search update
 1. Stacy Griffin shared three documents for the Board’s consideration:
 - A timeline for the search, asking for feedback from the Board by November 23, 2019.
 - A survey draft to gather input from UCA staff and families about the qualities the schools’ next leader should have. Feedback is requested by November 21, 2019, with the goal to have the survey out around November 25 and a return deadline of December 6.
 - A “First 90 Days” exercise for final candidates to complete at appropriate stage in the search process.
 2. Stacy Griffin shared the search process for a search firm. After an exhaustive review, she estimates the cost for the service will come in around \$4500.
- e. Admin office staffing update (Executive Assistant and Media Coordinator) – Casey Harris shared that the team has interviewed several candidates for the Executive Assistant position and narrowed down to one finalist, who will come in for a final interview November 18. Mr. Harris indicated that the search for the Media Coordinator position is on hold at this time.
- f. Position Change from PT to FT at ES: Casey Harris reported a need to make the current PT position held by Danny Breedlove into a FT position. A motion was made by David McRae, seconded by Aaryn Slafky, to change Mr. Breedlove’s position to full-time. All in favor. None opposed. Motion carried.
- g. Additional FT Data/Treasurer Position at HS – Casey Harris reported that a change in duties for Ms. Sands to a position at the Central Office created a vacancy at the HS. A motion was made by Angela Kern, seconded by Carter Bills, to create a FT Data/Treasurer position at the HS. All in favor. None opposed. Motion carried.

- h. Additional PT runner/pony express position at Central Office – Chad Douglas reported the need for a courier to run deliveries and other duties. These duties are currently being backfilled by various staff, taking them away from their critical responsibilities. A motion was made by Ashley Duggins, seconded by David McRae, to create this new PT position. All in favor. None opposed. Motion carried.
- i. Additional PT EC Assistant position at HS – Casey Harris reported that growth in EC needs at the Middle School led to the need for a position that was going to be split between the Middle and High Schools to be made a full-time Middle School position. There is now a need, starting in the second semester, for a PT EC position at the High School. A motion was made by Greg Zephir, seconded by Eric Ward, to create this new PT EC position at the high school. All in favor. None opposed. Motion carried.
- j. Ratification of staff terminations – A motion was made by David McRae, seconded by Maxine Wright, to ratify the terminations of Jennifer Way and Susan Yow. All in favor. None opposed. Motion carried.

Academic Excellence

- a. Beginning Teacher Plan – A motion was made by Angela Kern, seconded by Ashley Duggins, to approve this plan as presented by Casey Harris. All in favor. None opposed. Motion carried.
- b. Beginning Teacher Observation Template – A motion was made by Eric Ward, seconded by Greg Zephir, to approve this template as presented by Casey Harris. All in favor. None opposed. Motion carried.
- c. E³ Award – Casey Harris presented the idea of the Eagles Excellence in Education Award to recognize one student and one staff member each month from each school. They will be selected based on performance, leadership, and exhibiting excellence. The honorees will be selected each month by Administrators at each school or the Central Office. The board all voiced their support for this program.

Other Business/New Business

No new business was presented.

Closed Session

A motion was made by David McRae, seconded by Carter Bills, to go into Closed Session, as noted in the Agenda for the reason of discussion around Personnel GS143-318.11 (a)(6). All in favor. None opposed. Motion carried. The Open Meeting concluded at 8:09 pm.

A motion was made by Carter Bills, seconded by David McRae to come out of Closed Session at 8:55 pm. All in favor. None opposed. Motion carried.

Adjourn

Stacy Griffin shared news of an email invitation that arrived during the meeting, asking for Board members to attend if available. The invitation is for a Legislative Update luncheon hosted by the North Carolina Coalition for Charter Schools on December 13, 2019 at 12 pm at Womble Bond Dickinson (555 Fayetteville St., Suite 1100, Raleigh). That is the same date as a tentative ribbon cutting for the Solar Panel at the High School. Details to follow via email.

A motion was made by Eric Ward, seconded by Kristian Allen, to adjourn at 9:03 pm. All in favor. None opposed. Motion carried.

UCA Board Vision Statement

Uwharrie Charter Academy is the model of innovative learning environments where curiosity, adaptability, and critical thinking are inspired through transformative methods and passionate educators preparing graduates for the rapidly evolving world.