

Lake Norman Charter School  
Board Meeting Minutes – Open Session  
August 5, 2010

Board members present:
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- Tricia Sisson – Chair
- Bill Farber – Vice Chair
- Lee Brooks – Treasurer
- Kathleen Eid-Heberle - Secretary
- Eddie Bethea
- Anita Blowers
- Rich Bovard
- Tom Ghareeb
- Kristi Miller
- Cathy Moore
- Cynthia Bush - non voting
- Tim Riemer – non voting

Administrative staff present: Shannon Stein, Michelle Harrison, Terri Costa, Mike McAlpin, Donna Garrison

Call to order 6:30 pm.

Motion by Kristi, second by Kathleen, to move into closed session at 6:30 pm. Motion carried.

Motion by Kristi, second by Cathy, to return to open session at 7:00 pm. Motion carried.

Motion by Bill, second by Rich, to approve both open & closed session minutes from July. Motion carried.

PTO Report (Karen Clark):

- Updates on upcoming events for staff, students and parents.

Public Comments:

- None

Managing Director's Report (Tim Riemer):

- Students' schedules are complete and will be mailed out on Friday 8/6/10.
- School master calendar now on the website with all pertinent school related events.
- Orientation for new teachers has been revised; it is now more comprehensive.
- 21 new staff members have been hired for this coming school year.
- Open House will take place on Monday 8/16 for the HS and 8/17 for the MS.

Treasurer's Report (Lee Brooks):

- State funding will be a 2% reduction for 2010-11 rather than the anticipated 3%.
- State will not fund as much per student as in previous years.
- The budget will continue to be tight this year.

Long Range Planning Report (formerly known as Construction Update) (Bill Farber):

- Phase II received certificate of occupancy.
- Issues with panels above the roof line from Phase I of the HS construction was brought forth. Huntersville is working cooperatively with LNC to rectify the problem.

Development Committee (formerly known as the Fundraising Committee) (Lee Brooks):

- Reed Jackson provided a brief presentation about the importance of not only effective fundraising but also effective marketing to project a clearer image of LNC to donors, colleges, recruiting, etc.
- Better utilization of technology, i.e. the website, twitter, facebook, etc. was presented.
- Committee searching and applying for grants.

Motion by Lee, second by Bill, to move forward with a comprehensive marketing plan led by Ginger. Motion carried.

Policy & Personnel Committee (Anita Blowers):

- The Student, Parent and Staff Handbook will be distributed soon. All policies in the handbook are currently being reviewed by LNC attorney, administrators and board members for accuracy and relevancy, therefore this document is a work in progress.
- Review of the Teacher/ Staff and Parent Surveys. 53 teacher/ staff and 135 parent surveys were completed. A summary of the teacher/ staff findings was provided to Tim Riemer. Results from the parent surveys were shared (see attachment: Parent Survey Results).

Old Business (Tim Riemer):

- Reiterated revisions being taken with the Student, Parent and Staff Handbook.

Motion by Bill, second by Eddie, to approve the 2010-2011 Student, Parent and Staff Handbook with the understanding that amendments of policies may occur. Motion carried.

- Two options for the 2011-2012 calendars were presented.
  - Option A: start 8/17 and end 5/31
  - Option B: start 8/24 and end 6/8.
  - Parents will be asked to choose their option of choice.

New Business:

- New Hires (Tim Riemer): Tim recommended the following new staff members:
  - Scott Rubin (HS Math)
  - Andrea Anderson (HS Science)
  - Christy Key (HS English)
  - Kristi Salamone (HS EC)
  - Mitsi Upshaw (HS Spanish)
  - Crystal Caldwell (MS Exceptional Children Assistant)
  - Jennifer Gomez (MS PE& Health)
  - Robert Graham (6<sup>th</sup> Grade Social Studies)
  - Timothy Divelbiss (MS Exceptional Children Teacher)
  - Kara Lohbeck (MS Spanish)

Motion by Tom, second by Anita, to approve the staffing recommendations. Motion carried.

- Filed Trips (Tim Riemer):
  - Two fields were presented for approval; HS - Washington, DC and MS – Blue Ridge Assembly.
  - Cost of the trips will reflect the exact amount per student with a scholarship fund created to assist students who cannot afford the cost of the trip.

Motion by Bill, second by Tom, to approve both field trips. Motion carried.

- MS Student Achievement Data (Michelle Harrison):
  - Shared results of EOGs which illustrated positive outcomes and growth.
- HS Student Achievement Data (Shannon Stein):
  - Reviewed the EOC and AP results which showed positive results.
  - A profile was created to market LNC HS.
- Weekly Communication from Classroom to Home (Tim Riemer):
  - Irregularities in communication between teachers and parents was discussed. A weekly communication sheet was created to be used by all teachers to ensure consistency in communication. The weekly communication sheets will be distributed on Fridays. Teachers may also use other tools to enhance their communication.
  - The weekly newsletters are going to be more condensed with links included.
- NC Alliance for Public Charter Schools (Tim Riemer):
  - In order to develop support and cohesiveness between charter schools in NC, Tim Riemer recommended joining the NC Alliance for Public Charter Schools. Several benefits to joining were noted:
    - The Alliance speaks for all charter schools therefore it is best if LNC is present to have a voice.
    - Opportunity for students to potentially get involved through their classes.
    - Purchasing supplies as a collective group reducing the cost.
  - The cost of joining is \$3.00/ student with a max. of \$1,500.

Motion by Bill, second by Kristi, to approve funding to join the NC Alliance for Public Charter Schools. Motion carried.

Motion by Bill, second by Rich, to move to Closed Session at 8:35 pm. Motion carried.

Motion by Bill, second by Cathy, to move back into open session at 9:30 pm. Motion carried.

Meeting adjourned at 9:30 pm.

Submitted by Kathleen Eid-Heberle, Secretary