



**Lake Norman Charter Board Meeting Minutes**  
***Open Meeting Minutes***  
**December 5, 2013**

**General Meeting**

Attending: Bill Farber – Board Chair, Laurie Fabian, James Cuttino, Cynthia Bush, Michael Putman, Kyle Burkey, Eddie Bethea, Kevin Lambert, Shannon Stein - Managing Director

**I. Meeting called to order by Bill Farber at 7:02 PM**

**II. Approval of Minutes from the November 7<sup>th</sup> Board Meeting**

***Laurie Fabian motioned to approve November 7<sup>th</sup> Board Meeting minutes, seconded by Eddie Bethea, motion carried***

**III. Support Organization Update**

**A. PTO:**

1. The PTO stated that things are going well, and they are in the process of getting ready for staff lunch and cookie walk.
2. The gifting program will wrap up next week. PTO members will go to the teachers' favorite stores and purchase gift cards for them for the holidays.
3. Several PTO members vocalized their support for Serve<sup>10</sup>. They feel things are going smoothly and there are several more ways and opportunities to volunteer this year.

**B. Athletic Boosters:** First home basketball game versus Hough is coming up.

**IV. Public Comments – no public comments**

**V. Managing Director's Report**

**A. Several students to recognize tonight:**

1. Part of the communication plan included coming up with a promotional video about Charter. The Video Production Club, which started at middle school and is now in the high school, created a promotional video that has been linked to the school's YouTube channel. Sarah Hartwick, the club advisor, was responsible for helping the students put this together; however, it was student-led and created. The music is done by the student who went to the Grammy Music Camp over the summer, Dominic Spitaliere.
2. North Carolina Theatre Conference (NCTC) Recognitions by Mr. Willets, the middle and high school theatre arts teacher: Back in November, students competed at NCTC for the first time. Mr. Willets was here to present awards to several students, and talk about how he hopes to have the theatre program more in the forefront rather than on the backend. He spoke about

how data shows students having higher SAT scores and better attendance records when they are part of a theatre arts program. He has come to LNC to retire and build a strong program. NCTC included *The Brothers Grimm* and *Cage Birds* productions. Both productions scored an excellent rating. NCTC-roughly 3,000 students compete and 128 plays are showcased. From these productions, scholarships and awards are given out. LNC took home several awards and scholarships in *Excellence in Student Production and Design* for the following students: Chris Bailey, Alex Larsson, Logan Benson, and Miranda Poindexter; *Excellence in Physicality* for the birds in *Cage Birds* for the following students: Chris Vaden and Jarom Cobb; for *Excellence in Acting* for *Brothers Grimm* for the following student: Ben Worsham, and for *Excellence in Student Production and Design* for the following student: Ashley Wheatley. Ashley was further recognized by attending a conference where she was able to meet with colleges who could offer scholarships for their theater arts program. Ashley impressed all of the judges and, out of 22 schools, Ashley received 15 call-backs. She was also rewarded with an \$80,000 scholarship from Catawba College, as well as from Elon and Western University.

- B. Mrs. Padgett and Mrs. Harrison hosted an event called All-Pro Dads. A sixth grade dad brought the idea up to Mrs. Harrison, and now there will be monthly breakfast meetings with dads and their kids. This past meeting, 20 to 25 dads spoke about what made their child special. The next meeting will be on January 23 at 7:00 AM. This is just middle school and their dads, but Mr. Decker wants to see how it goes with the middle school and then possibly carry it on to the high school.
- C. Scott will be meeting with CPCC on December 17 to discuss more about the shared drive.
- D. The state came out with statistics for the number of teachers who are leaving the profession, and it is rising in the state of North Carolina. It is 14% state-wide, and in CMS it is close to 20%.
- E. One concern the administration has brought up is trying to understand more about optimal methods for reaching the needs of our students of color and how they are performing on standardized testing and in the classroom. We now have twenty-one percent of students of color attending LNC and we continue to grow. We are finding it hard to help them transition from their previous schools to here, and making them feel welcome. Shannon has reached out to diversity experts to show us how we can start helping. She met with Victor Earl from Men Who Care, an organization that helps students of color, and is meeting with Dr. Lewis, a national expert in diversity issues and helping African Americans perform well. He is the head of the Urban Education Center at UNCC. Dr. Putman, who works at UNCC, has also reached out to him to meet with the cross-cultural committee.

## **VI. Finance Update**

- A. Instruction Budget - Phase III- we are watching cost carefully throughout the project. We are right on budget, and we have sufficient funds left to spend on furniture. We will have spent \$132,000 over what we originally contracted.
- B. Employment Benefits Package - large ticket item that is over \$50,000 to \$60,000. Two years ago we bid out our accounting services, and last year we bid out insurance (\$70,000 insurance). This year, we will be bidding out benefits, a \$120,000 contract. Shannon reached out to other charter schools to see who they use and we are starting to work with them to get some new bids. Brian Boone is looking at our parent data base to see if one of our family members who work for a company may want to bid on it as well-under way in January.
- C. Cannot report our final state money because DPI is having some issues. PMR has been reported but we cannot get it to work statewide for the first 20-day report.

## **VII. Strategic Planning Committees**

- A. Cross cultural – Shannon read a report from her email that Mike sent. They met on November 18. Bob Graham shared information about the Japanese Exchange Program. We have two signed up, but another announcement will be made during winter break. They identified two teachers interested in having presenters in class on January 30 or February 7. Methods were discussed about mentoring, videos were produced welcoming students, e-pals set up as a method to integrate technology. Teachers will examine site further. They will develop a short survey to determine strengths and needs for teachers.
- B. Partnership – Focusing energy on supporting college counseling group. Kevin has reached out to four engineering firms for job shadowing. Kyle has brought back the internship program with a medical clinic, as well as with a dentist. The Explore program, which is a monthly mentorship, will start again. Sarah Lay and Melissa Scire have an appointment with the Department of Human Services. Shannon and Sarah met with an internal plastic company to see if they were interested in doing some internships for students to understand global business, and Ms. Padgett contacted Dr. Corbin from Discovery Place about allowing our students access to their facility to learn more about the sciences.
- C. Communications – none
- D. College Counseling – They got the results back from parent surveys, and they will be meeting next week to go over the surveys. Career planning came out high for what they are interested in, and the Alumni Survey will go out the end of the month. There will be an alumni lunch on January 6th, and they will continue with the cheat sheets. They are working on improving our partnership with CPCC. The new dean is really great. They want to get more kids on campus, and if you do

attend CPCC, you receive a free career assessment inventory. The CPCC liaison will be meeting with the students and parents to go over the dual enrollment, and CPCC is willing to have faculty come to our campus and teach classes.

- E. Technology- They cannot say enough about the staff we have; they are constantly overcoming things. They have been collecting the data and have submitted the information to get a larger bandwidth. They hope to find out in January. They are starting to figure out what apps work well and what do not, and they are working on some neat systems for security and protection. They feel like they are hitting their stride, and are comfortable with iPads as the platform. We will start fall of 2014 with all iPads. Distribution will take place after Back to School night, and devices will be handed out by the teachers. We need to order this stuff by the end of this month to get all iPads paid for and ready for the summer. It will cost about \$773,000 over the course of three years.

#### **VIII. Old Business**

- A. Construction-hoping to finish parking lot today but there has been a lot of rain, expects to be done by next Friday, release those spots as soon as they are available.

#### **IX. New Business**

- A. 2014-2015 Calendar Proposal - Cynthia said to not have make-up day the day after MLK day, but Shannon said we will have to add a day to the end of the year. April 3 as a suggestion instead of the day after MLK. March 16 is a better choice.

***Laurie motions to accept the changes to the 2014-2015 calendar, and Eddie seconds, motion carries.***

- B. Staff Pay Raise Recommendation - Shannon's recommendation is to approve a 2% raise starting December 1, but only if there is not a change in what the budget projected. The raise will be retroactive in the account from December 1. This may not happen until February because they cannot predict what the state is going to do, and the decision is tied directly to PowerSchool's PMR.

***Eddie motions to approve the 2% raise effective December 1 to be paid retroactively contingent upon there not being a substantive change to the projected state budget number, seconded by Laurie, motion carries.***

- C. Technology Deployment: Scott reported that it is projected that the school will spend between \$25,000 - \$30,000 for small repairs, but we will be keeping money for insurance in-house for the iPads and will save money by having students help fix the iPads. Students will be getting trained starting in January with Quinton Washington. Apple will train Kim and Scott to fix in-house.

- a) The Technology Committee shared a proposal to move ahead with a full 1:1 technology deployment, presenting a three year budget for the Board's

review. 2014-2015: \$363,160, 2015-2016: \$289,560, and 2016-2017: \$120,300. The plan included keeping the iPad 4's for grades 5-6.

***Laurie motions to approve the plan for the technology deployment, Cynthia seconds, motion carries***

***Motion to move to Closed Session at 8:24pm by Eddie Bethea, motion seconded by Laurie Fabian, motion carried.***

***Meeting returned to Open Session at 9:02pm.***

***Shannon makes staff recommendation to permanently make Terri Costa Principal. Motion by Eddie, seconded by Laurie. Motion carried.***

***Motion to adjourn by Laurie, seconded by Kevin, closed at 9:04.***

Minutes respectfully submitted by:  
Jim Cuttino (assisted by Danielle Derwich)