

Neighborhood Charter School  
Board of Directors  
Meeting minutes February 13, 2008

Board Members present: current board members: Cheryll Booth, Cindy Cahalen, Anita Downing, Dena Robinson Christian, Shyria Coleman Johnson, Kelly McNally, Keith Rouse, Terry Roth, Steve Rothman, Margaret Jones, Tammie Mitchell, Teresa Lee, Amy Jeffries, Lesa Hope and Erika Feldstein

Guests: Annette Wawerna, Jonathan Poore, Brooke McGhee, Peter Ernst, Leslie Hudson, Carol Waggener, Lesley Michaels, Maya Jenkins, Veleta Greer, Jill Hanson, Elizabeth Swern, Carol Keller, Billy Rosbottom, Stephanie Ricker, Kelly Dennis, Lisa Roberson, Leslie Grant, Christine Mann, Michelle Blackmon, Peggy Jagger

Meeting was called to order at 6:35 by Cindy Cahalen.

Terry moved to approve meeting minutes from January 9<sup>th</sup>. Kelly seconded. All voted to approve the minutes. Kelly moved to approve meeting minutes from February 4<sup>th</sup>. Tammie seconded. All voted to approve the minutes.

Erica made a motion to approve the agenda. Teresa seconded motion. All voted to approve the meeting agenda.

Public comment was called for. Michelle Blackmon discussed the curriculum night presentation that occurred in her child's first grade classroom regarding the new Investigations in Math curriculum that class is piloting. She sees an improvement in the new curriculum and says it does a good job in filling in the gaps that the old program had. She would like to see it adopted school-wide.

No New Business:

Special reports:

Annette Wawerna updated the board on the NCS Film project. She presented a proposal from Apple for some computer hardware and software that the film committee needs to finish up the project.

Billy Rosbottom discussed Festival de Colores. All students will perform on stage. Tuesday March 25<sup>th</sup> will be K-2nd. Thursday March 27<sup>th</sup> will be 3<sup>rd</sup>- 5<sup>th</sup>. Havana Sun will perform at the school on Wednesday March 26<sup>th</sup> for all students.

Christine Mann expressed the need for guidance with the Building and Grounds site plan. She will get with the staff again for input and the proceed from there. Steve Rothman offered to be her Board liaison to help with the process.

Margaret Jones presented the tentative schedule for Grandparent's Day on March 21<sup>st</sup>.

Leslie Hudson gave the Board an update on the Retention Task Force. The task force has been working on a questionnaire for families that are leaving NCS. The questionnaire needs to include information on demographics, where the family is going, how long the family had been at NCS. Who is the best party to conduct the questionnaire? It needs to be confidential and objective, not too emotional. The next phase will be to get the teachers' input.

Anita Downing presented information regarding Phase I registration for this year. Applicants were almost all Caucasian.

Shyria Coleman presented the Annual Campaign. It will be printed within a two-week time frame once it is finished.

Lisa Roberson presented information regarding Stella Restaurant Mock Services. They would like to donate the money from the services to NCS to use to restore the lower field. Steve motioned to support the mock services days. Amy seconded the motion. All approved.

#### Action Items:

Cindy updated the Board regarding Charter Inc. The Board needs to create a task force to explore the Charter Inc. idea. The following people were presented to be on the task force: Cindy Cahalen, Tammie Mitchell, Kelly McNally, Amy Jeffries, Keith Rouse, Kelly Dennis, Margaret Jones, Peggy Jagger, Kathy Andrews, Phil Andrews, Doug Blackmon, Gigi Conner, Julie Fishman, Maria Larson, Cat Jaffin, Crystal McHardy, Kevin O'Sullivan and Matt Underwood.

Steve motioned to form the task force. Anita seconded the motion. All approved.

Cindy presented the NCS Spring Fundraiser, the Low County Boil. The Board discussed doing the fundraiser with Atlanta Charter Middle School as a joint event on April 19<sup>th</sup> instead of a NCS event on April 26<sup>th</sup>. The Board decided to move forward with it as a NCS event since this is how it was presented on the school calendar. Amy agreed to check with Margaret Kaiser to see if we could have it at her house on April 26<sup>th</sup>.

#### Interim Principal/Executive Director's Report

Margaret Jones presented report.

A tornado evacuation plan was created and given to the teachers. The entire school will do a practice drill during the month of February. The modular unit will be ready for its inspection for the Certificate of Occupancy. We hope to have it soon, after which, After School and Academic Assistance will move in to the unit. Second Term report cards are going out on Feb. 22<sup>nd</sup>. Staff returned their Letters of Intent. Only one Associate Teacher will not be returning as of this date. Contracts for the 08-09 school year will be presented to the Board in the March meeting so that they can be distributed to staff in April. Staff have been working on revising the curriculum maps to reflect the new Georgia Performance Standards. They will also be revising our writing assessment program to reflect the new Georgia Writing Assessment requirements. Once the assessment has been revised, it will be brought to the Board for approval. CRCT score data and teacher summary documents were presented for Board members to review.

#### Personnel Committee

Tammie presented an update on the Principal Search Committee.

#### Finance Committee

Keith Rouse presented an updated budget.

#### Parent and Family Involvement

Dena updated the board on the family review process. Warning letters will be sent to families that could be in jeopardy.

#### PTCA

Anita Downing presented report. There will be a storyteller on Friday, February 15<sup>th</sup>. We have obtained some traveling trunks from the Atlanta History Center. On March 11<sup>th</sup>, there will be a PTCA Town Hall meeting. Movie Night is March 13<sup>th</sup>.

#### New Business

Cindy presented the Board Nomination Schedule. The first letter was sent to parents in the February 13<sup>th</sup> courier. It will continue to go out in the courier every week. Nominations will be taken until March 31<sup>st</sup>. The slate will be announced on April 23<sup>rd</sup> and voted on at the May 8<sup>th</sup> PTCA meeting.

Announcements were read.

Kelly motioned to adjourn meeting. Teresa seconded motion. All voted approval. Cindy Cahalen adjourned the meeting at 9:45.