

Neighborhood Charter School
Board of Directors
Meeting minutes March 12, 2008

Board Members present: current board members: Cheryll Booth, Dena Robinson Christian, Kelly McNally, Keith Rouse, Terry Roth, Margaret Jones, Curtis McHardy, Tammie Mitchell, Teresa Lee, Lesa Hope, Kole Camp, Amy Jeffries and William Teasley

Guests: Peter Ernst, Maya Jenkins, Veleta Greer, Jill Hanson, Elizabeth Swern, Carol Keller, Kelly Dennis, Lisa Roberson, Leslie Grant, Michelle Blackmon, Linda Berrien.

Meeting was called to order at 6:40 by Tammie Mitchell.

Cheryll moved to approve meeting minutes from February 13. Kelly seconded. All voted to approve the minutes.

Amy made a motion to approve the agenda. Kole seconded motion. All voted to approve the meeting agenda.

Public comment was called for. Linda Berrien thanked NCS and the Governing Board members for all we have done for her family. Leslie Grant expressed her gratitude towards NCS. She also charged the Board with selecting members for next year who have a commitment to serve and for putting all of our effort into a unified, cohesive mission to find a new Principal.

No New Business:

Special reports:

Curtis McHardy updated the Board on the Retention Task Force. He needs two more parents to do interviews with families who have already left NCS. Lesa Hope, Kole Camp, and Dena Robinson Christian volunteered to be on the task force to help Curtis work through the procedures. Curtis will get the names of families that have already left from Kelly Dennis.

The Board was given the update on Phase 2 Registration. The wait list numbers after Phase 1 registration are as follows: Kindergarten 13 children, First Grade 3 children, Second Grade 6 children, and Fourth Grade 1 child.

Keith updated the Board on the Annual Campaign. It went out in the mail on March 12th to all of the parents at NCS. It will also be handed out to grandparents at Grandparents/Special Friends Day. Lesa Hope expressed concern with the lack of money that has been raised to date. Last year the Annual Campaign raised \$35,000. No businesses will receive the Annual Campaign mail piece. They will be mailed a separate letter at the beginning of next year asking them to support NCS.

Keith updated the Board on Charter Inc. Doug Blackmon was elected Chair of the committee. Doug also gave an update to those who attended the PTCA Town Hall meeting. Kelly expressed concern that the items listed under what Charter Inc. responsibilities would be did not represent everyone's thoughts. It was decided that a subgroup of NCS Charter Inc. committee members would try to meet before 3/17/08 to discuss the items. William Teasley suggested we get together and look at what other Charter Schools have done organizationally so we can have more information and make more educated decisions. He will meet with a subgroup to get help.

Action Items:

Annette Wawerna asked for approximately \$3000 to purchase computer equipment for the NCS Film Project at the Feb. 13th Board Meeting. Amy made a motion to approve the purchase of the computer equipment. Kelly seconded the motion. All approved.

Interim Principal/Executive Director's Report

Margaret Jones presented report.

We are still awaiting the Certificate of Occupancy for the Mobile Unit. We need to lay down a blanketing mat to prevent further erosion from the lower field. Grass will be planted on the upper yard to repair damage caused by the unit.

Christine Mann has continued her work on the master site plan for the school. After meeting with the staff, she is working with Kronberg Wall Architects to revise the proposal which will be brought back to the Leadership team prior to Board approval by the May board meeting. Christine Mann will also be meeting with a construction company to look at the cost of repairing the lower field. Hopefully we will have an estimated cost at the next board meeting.

On Feb. 12, 2008 the Superior Court of Fulton County ruled that unemployment benefits for a previously employed substitute teacher be denied / reversed.

As a public institution we are obligated to follow the Open Meeting / Records laws from the state of Georgia (the Sunshine Laws). Margaret proposed that we have a small group of Board members review the Board bylaws and operation procedures to ensure that they abide by the Sunshine Laws. Teresa, Kelly, Terry, and Cheryll volunteered to review them with Margaret.

As a result of adding three students to the Special Education program over the past 3 weeks, the caseload for one teacher has exceeded the maximum limit. In order to remain in compliance, a part-time Associate Teacher for Special Education is needed. Throy Claxton was hired to fill that position. Staff contracts for 2008-2009 will be proposed for renewal in Executive Session. All Lead Teachers and all Associate Teachers, except one, have signed letters of intent for the 08-09 year.

Personnel Committee

Tammie presented an update on the committee. Mike Nations is working on teacher contracts, which will be given to teachers in April. We have had approximately 40 resumes for the Principal position. Phone screen interviews will begin next week.

Finance Committee

Keith Rouse presented an updated budget. He discussed the budget meeting that will take place on April 1st to hear budget requests from staff and committee chairs. He also proposed that we save up to \$200,000 a year over the next four years to put down towards purchasing the building.

Parent and Family Involvement

Dena updated the board and said that families received their second quarter review with second term report cards. Families that were previously on probation were encouraged to finish strong. Some families will receive warning letters if they may be facing probation. She will coordinate the end of the year satisfaction survey and is also working on simplifying the logging of volunteer hours. After registration, a letter will be sent to the one family still on probation. They will not be reenrolling at NCS.

PTCA

Lisa Roberson presented the update. Participation was great at the Town Hall meeting. Movie Night on the 13th is cancelled. She is working closely with Anita on transitioning to head of PTCA. Thanks to Sherry Scott, the NCS Directory should be out soon to families. There will be a Dine Out at Stella on April 29th to benefit NCS.

New Business

Board Committee Structure – Tammie reviewed the current Board Committee structure and discussed the need to have a Fundraising Chair on the Board to coordinate all the various fundraising events.

Nominations for next years Board are still open until March 31st. The slate will be determined by the Nominating Committee and will then be presented for vote on May 8th.

The Board discussed spending money at the beginning of next school year to train the board members on their responsibilities. A proposal for the training will be submitted at the Budget meeting on April 1st.

William motioned to move the meeting to Executive Session to discuss staff contracts for 2008-2009. Amy seconded the motion. All approved. Terry motioned to move out of Executive Session. Dena seconded the motion. All approved. Curtis motioned to approve all renewable staff contracts for 2008-2009. Amy seconded. Ten approved and one abstained. Curtis made a motion to approve Throy Claxton's contract. Terry seconded. All approved.

Announcements were read.

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