

**Neighborhood Charter School  
Board of Directors Meeting  
Media Center  
September 9, 2009**

Board members in attendance: Tammie Mitchell, Jill Kaechele, Amy Drooker, Melissa Devereaux, Keith Rouse, Lisa Roberson, Sherri Scott, Cindy Cahalen, Beth Wells, Maya Jenkins, Teresa Lee, Kole Camp, Teri Roth, Carol Keller, John Wright, William Teasley, Curtis McHardy

The Meeting was called to order at 6:35 p.m.

John motioned for meeting to come to order. Mya seconded. Motion carried.

John motioned to approve the minutes. Mya seconded. Motion carried.

**Principal/Executive Director's Report:**

Enrollment and number of students in the 4<sup>th</sup> and 5<sup>th</sup> grade classes was discussed. Enrollment process in regards to document requirements, records, child placement appropriateness will be determined prior to acceptance. February 1 will be the enrollment cut-off date for new students.

NCS secured the services of a very talented team to assist with dissecting assessment practices and any testing. Dr. Clark is going to assist in NCS's data analysis. And Ruby Sullivan, a NCS parent, is volunteering as well to help in the department. Academic assistance has been implemented for students in need and will be reevaluated after 12 weeks. Inventory is being checked. Class profiles are being created so all teachers and student files are in unison.

**NCS FILM PROJECT**

Annette Wawaerna NCS Film, "Acorn to Oak," is coming along, the snippets are wonderful. The project will hopefully be complete within the upcoming weeks. Dave Spencer has been instrumental in this project. He is creating all of the art work for the cd and the cd cover. He has also done all of the history archiving for the project as well. The NCS movie premiere is hope to be shown at next open house. The idea of coordinate the cd cover with the annual report in appearance was discussed.

**BOARD COMMITTEE REPORTS:**

Building & Grounds

DAVID ROTH: Jazz Festival parking fundraiser did not meet expectations probably due to the bad weather. The gate at the parking lot in the rear of school building is now working properly. Security cameras and dvd system were installed and are working well. Lower Field, bids went out. 35,00k was approved, 38k is what it will cost. Building has passed safety development inspection. The lower field has passed site development. Thank you to Amy Drooker for her work, who presented the site development plan to City Hall. The permit is on the way. There is a lock on the gate before you get to lower field. The newly constructed playground is up and running and the children love it. Hands on Atlanta contacted NCS to have HOA day. Thank you to all volunteers who helped put the playground together. The HVAC unit causing leaks are going to be worked on but there is a plan in progress to repair them.

David provided the proposal from Rhino Tree & Landscape Management for work to be done on the lower field. It was discussed that an additional \$3,000 be spent to Rhino Tree & Landscape Management for work on the lower field.

Dave was authorized to bring proposal in contract form to be returned to John and Jill, and then authorize it pending approval by who Mike Nations. Keith second the motion. No one opposed.

Keith Ross made the motion to approve the additional \$3,000 increasing the budget for the lower field from \$35,000 \$38,000. Beth second the motion. All approved. Topic opened for discussion.

#### FINANCE:

KEITH ROSS: NCS has \$120,000 in savings. NCS should receive stimulus money soon. No requirement to adopt the state charter account structure, but we are going to look into if the accounting structure we have in place now is sufficient.

#### FUND DEVELOPMENT:

Donations to the Giving Tree from board members was discussed. The Low Country Boil fundraiser was discussed.

#### PTCA:

Lisa Roberson presented the report.

#### Parent & Family Involvement:

Sherry Scott presented the report. The website to electronically log hours is being fixed. There was a glitch when the new website went up causing inputted hours to be lost. Functionality of logging hours system should be up and running in 7 days. If it is not fixed in 14 days, having it outsourced is an option which can be done in four days. To outsource the recording and processing of logging volunteer house will cost \$250 for the year.

#### PERSONELL:

Beth presented the report. Per diem of employees and whether or not per diem should be used, lost, or carried over was discussed. And for how long is that per diem allowed to be carried over for, how many days. The review of contracts given to contractors was discussed and revision of wording in some of the documents is necessary. It was discussed that greater consistency is desired when contractors come into the board. The personnel committee meeting will have a meeting in two weeks to discuss the contracts of contractors.

Diversity Report:

Diane discusses the mentorship program form for staff members to serve as mentors. It was decided that after-school scholarships are being sought for 20 NCS children to continue their after-school care at NCS instead of going to other programs and facilities. Students have been identified and their parents have been contacted to introduce the idea and discuss their after-school needs. At the next board meeting, the cost associated with maintaining additional staff to serve those children, as well as the cost of those children to attend afterschool here at NCS will be determined.

SPECIAL REPORTS:

Special Goals Task Force has been put in place to marry Jill's expectations with the boards expectations. Beth, Terry Roth, Doug and William Teasley are all on the task force. More information on the task force to come. The Bylaws Task Force consists of Doug, Beth, William Teasley, Lisa Roberson. Bylaws will be completed this month.

Monday, Sept. 14th, at 7:30 at Dakota Blue, meeting will be held on the bylaws.

NEW BUSINESS: NONE.

ANNOUNCEMENTS: Strategic Planning meeting is set for Sept. 15<sup>th</sup>, 2009 at 3 p.m. is of priority team chairs to discuss integrating issues. The September 29th meeting will be rescheduled.

John motioned to adjourn the meeting, Beth second the motion.  
Meeting adjourned at 9:28 p.m.

Submitted by Lamarra George