

Neighborhood Charter School  
Board of Directors  
Meeting minutes for October 10, 2007

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

Guests: Tomas Clements, Amy Smith, Susan Rouse, Cindy Etheridge, Mike Nations, and Linda

Meeting was called to order at 6:37 by Cindy Cahalen.

Amy moved to approve meeting minutes. Tammie seconded. All voted to approve the minutes

Tammie moved to approve the agenda. Amy seconded motion. All voted to approve the meeting agenda.

Public comment was called for – no one presented.

Special reports:

Tomas Clements reported that he has been working on an electronic version of the courier. This will be emailed to parents and will be placed on the NCS website.

Amy Smith and Susan Rouse updated the board on the Fall Fling. Things are moving along smoothly.

Cindy Etheridge presented the board an audit of NCS and discussed the audit process.

Kelly McNally updated the board on the Registration Task Force. They met on Oct. 1 and made plans to canvas Zone 2 residents in December to inform them of NCS. Kelly McNally motioned to create a second task force to address retention issues. Anita seconded. All voted to approve. The Retention Committee's charge will be to collect data on issues around retention – why do families leave, where do they go, etc.; make recommendations to the board regarding policy, on-going procedures, and preventative measures.

Unfinished business:

None presented.

Interim Principal/Executive Director's Report

Margaret Jones presented report.

The school lunch program continues to grow with an average of 220 students eating lunch each day. The school is still working on permitting issues for the mobile unit that will house After School and the Academic Assistance Programs. Curriculum Night was another success. We are continuing to work on securing a more appropriate occupational therapist for our school through APS. The Leadership Team has chosen Joyce Williams and Randy Brookins as Building Leaders in Margaret Jones' absence.

#### Personnel Committee

Tammie Mitchell presented. She has been working on Margaret Jones' contract as Interim Principal/Executive Director and on Jackie Rosswurm's severance package. All NCS staff contracts will be filed with Mike Nations at Nations, Toman, and McKnight law firm. All board members were asked to sign The Code of Ethics and Conflict of Interest documents that were presented by Tammie.

#### Finance Committee

Keith Rouse presented an updated budget. The board discussed the Fall Fling and working with ACMS. Steve Rothman motioned to split Fall Fling money based on ratio of students for each school. Anita seconded the motion. 13 approved. 1 opposed.

#### Parent and Family Involvement

Cindy informed the board that Fatumata is moving to Africa in January and tendered her resignation to the board. Terry motioned to approve accept Fatumata resignation. Anita seconded the motion. All approved. Steve motioned to elect Dena Christian-Robinson as the new P & FI Chair. Kole seconded the motion. All approved. Dena updated the board. 20 families are on probation and are receiving letters regarding the first review on October 25<sup>th</sup>.

#### PTCA

Anita Downing presented report. Movie night is November 5<sup>th</sup>. Anita is trying to organize a game night as well.

#### Annual Campaign

Shyria Coleman Johnson presented the update. The direct mail piece of the annual campaign will go out in January.

#### New Business

There will be a special board election to fill Fatumata's position. Nomination forms will go out in the courier and will need to be turned in by November 2<sup>nd</sup>. The slate will be ready by November 7<sup>th</sup>. At the PTCA meeting on the 14<sup>th</sup>, there will be a vote to approve. Keith Rouse has agreed to be CFO of NCS. Amy motioned to approve. Anita seconded the motion. All approved.

Announcements were read.

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