



Mountain Island Day School

Mountain Island Day Community Charter School Minutes of Board of Directors Meeting May 24, 2018

Attendees: Amy Bruining, Nicole Pajak, Denise Syles-Ballard, Debra Stinson, Tammy Winstead, Tom Winstead. Absent: John Blythe, Kristen Lanier.

A quorum was established and the board chair, Tom Winstead, called the meeting to order at 5:40 pm.

Approval of Minutes

The minutes of the April 2018 meeting were distributed via email prior to the meeting. As there were no corrections or revisions, the meeting minutes will stand as approved as distributed.

Board Chair Report

- The second lottery was completed and the additional information requested by the Office of Charter Schools has been submitted.

Committee Reports

- The Technology Committee reported that the e-rate program is progressing. Additionally, a backboard was installed so that Spectrum can begin installation.
 - Installed backboard so spectrum can begin installation

New Business

- CFA Financial Agreement
 - A representative from CFA explained the benefits of outsourcing various financial reporting functions to their company. The company has worked with a number of charter schools to ensure that categorical funds are appropriately managed. The board discussed whether or not the investment in this company would be appropriate. Most members felt this partnership would free staff time to focus on student learning.
Motion: A recommendation was made to approve the CFA finance contract as distributed via email. The recommendation was seconded by Debra Stinson.
Motion passed.

Special RTO Committee Updates (Tammy Winstead)

- The board reviewed the charter agreement distributed via email.

Motion: A recommendation was made to accept the Charter Agreement as distributed. Denise Syles-Ballard seconded the motion. **The motion passed.**

- Governance Exercises – the board members reviewed or clarity and accuracy the following governance exercises completed throughout the year:
 - Roles and Responsibilities
 - October Bundle
 - Strategic Goals and Accountability
 - Reporting
 - Outcomes-Based Board Meeting Calendar

Motion: A recommendation was made to approve and submit the governance exercises as distributed. A second was made by Debra Stinson. **The motion passed.**

- Building Lease – Tom and Tammy Winstead recused themselves and left the room. Denise Syles-Ballard, Vice-Chair, conducted this portion of the meeting. The building lease was amended to include appropriate verbiage. The board reviewed the amendments and no concerns were raised.

Motion: A motion was made by Nicole Pajak to approve the amended original lease to include charter verbiage. Amy Bruining seconded the motion. **The motion passed.**

- Budget – the board reviewed expected 2018-2019 enrollment and the budget.

Motion: A recommendation was made to approve the break-even budget as distributed. (Special Committee). Debra Stinson seconded the motion. **The motion passed.**

- Tax Exempt Status – Nicole Pajak and Tammy Winstead provided an update on the application for tax exempt status. The request is in progress.
- Health Plan & Retirement Plan – the board members reviewed the pros and cons of participating in the State Health Plan and the State Retirement Plan. Discussion stressed the importance of making a decision that would serve both the school and the teachers well now and in the future.

Motion: A recommendation was made to opt into participation State Health Plan. The second was provided by Debra Stinson. **The motion passed.**

Motion: A recommendation from was made to opt out of participation in the State Retirement Plan. The second was provided by Amy Bruining. **The motion passed.**

- LGA Approved CPA – Tammy Winstead has researched a LGA-approved CPA and will send contract to the board for their review.
- 6.1 – Student Accountability Plans – Board members reviewed the distributed policy on student accountability plans.

Motion: A recommendation was made to approve the Student Accountability Plans as distributed. The second was provided by Nicole Pajak. **The motion passed.**

- Exceptional Children – Board members reviewed the following proposed policies for serving exceptional children:
 - i. Special Education
 - ii. Accountability and Testing
 - iii. Continuum of Services
 - iv. Home Based Instruction
 - v. Exceptional Children – Local Policies

Motion: A recommendation was made to approve the exceptional children policies as distributed. The second was provided by Denise Syles-Ballard. **The motion passed.**

- Student Support Structure – Board members reviewed the proposed policy on student support structure.
Motion: A recommendation was made to approve the Student Support Structure as distributed. The second was provided by Tammy Winstead. **The motion passed.**
- 9.1 – Transportation – Board members reviewed the proposed policy addressing transportation.
Motion: A recommendation was made to approve the Transportation policy as distributed. The second was provided by Denise Syles-Ballard. **The motion passed.**
- 10.1 – Lunch Service – Board members reviewed the proposed policy on lunch service.
Motion: A recommendation was made to approve the Lunch Service policy as distributed. The second was provided by Debra Stinson. **The motion passed.**
- Grading Scales & Report Card – Board members reviewed the Grading Scales and Report Card policy.
Motion: A recommendation was made to approve the Grading Scales and Report Card policy as distributed. The second was provided by Nicole Pajak. **The motion passed.**
- Student Promotion and Student Retention – Board members reviewed the proposed policy on student promotion and retention.
Motion: A recommendation was made to approve the Student Promotion and Student Retention policy as distributed. The second was provided by Denise Syles-Ballard. **The motion passed.**
- Staff Evaluation – Board members reviewed the proposed policy on evaluating staff.
Motion: A recommendation was made to approve the Staff Evaluation policy as distributed. The second was provided by Amy Bruining. **The motion passed.**
- Communications – Board members reviewed the proposed policy on communications.
Motion: A recommendation was made to approve the Communications policy as distributed. The second was provided by Nicole Pajak. **The motion passed.**
- Campus Visitors – Board members reviewed the proposed policy on visitors to campus.
Motion: A recommendation was made to approve the Campus Visitors policy as distributed. The second was provided by Denise Syles-Ballard. **The motion passed.**
- Behavior/Discipline Policy – Board members reviewed the proposed policy on discipline.
Motion: A recommendation was made to approve the Behavior/Discipline Policy as distributed. The second was provided by Debra Stinson. **The motion passed.**

The chair adjourned the meeting adjourned at 7:36 pm.

The next scheduled meetings are June 26, 2018, and August 2, 2018.