

**Wayne Preparatory Academy
Board of Directors Meeting
October 25, 2016 at WPA, Cottage C**

On Tuesday, October 25, 2016, the WPA Board of Directors met for a scheduled General Board meeting. In attendance were Board members Sharon Thompson, Michael Woodard and John Ankeney. Amanda Wells and L. J. Stanley were not present. Also in attendance were Glenn Barfield, WPA Attorney; Dr. Todd Forgette, WPA Director; Sonja Thomas, Dean of Students; teachers Brenna Lingley and Steve Beckett. Also WPA parents, Lauren Forgette, Lisa Beckett, David Kerr, and Dawn Kerr.

- I. **Welcome and Call to Order** was made by Sharon Thompson, WPA Board Chairman. Mrs. Thompson shared with the Board that Mr. Stanley had suffered a devastating loss of his home in the recent hurricane and subsequent flooding. He and his wife have moved to South Carolina with family and will not be returning to North Carolina. Since he knew he could not be present at the meetings and functions, Mr. Stanley had called Mrs. Thompson and resigned from the Board. Mrs. Thompson also shared that Mrs. Wells had a baby since our last meeting which was why she was not present for the meeting.

Since there was not a Board quorum, the Board asked Mr. Barfield if any motions could be made during the meeting. Mr. Barfield said that the Board could take information and make recommendations but not make any formal motions. He also reiterated why the current Bylaws have to be replaced so the Board can function in any circumstance.

Notification of Conflicts of Interest - Mrs. Thompson asked the Board members if they had any conflicts of interest that would prevent them from conducting school business. All replied they had none.

II. Community Relations Committee

a. Fall Festival

Michael Woodard provided details on plans from the Community Relations Committee meeting. The Fall festival is scheduled for November 5th at WPA. The committee is still seeking volunteers for the event. In the case of rain, the event will not be rescheduled.

b. Community Day

The Committee has discussed having volunteers with suitable equipment to cut the overgrown areas. Instead of setting a community day, it was suggested that a request be sent home to see if any parent(s) had the equipment and were available to come at their convenience to work on the different areas.

III. Director Reports

a. Finance Report

1. Enrollment Update – Dr. Forgette provided the Board with an enrollment update including current withdrawals and enrollments.
2. Updated WPA 96F Budget Proposal – Dr. Forgette presented a budget proposal for review. He shared that our contingency percentage is 6.3%.
3. Request for Use of Acadia for all WPA Chart of Accounts – Dr. Forgette requested all accounts including Fund Raising and Ready Group accounts be moved to LINQ. Mrs. Thompson advised that she had spoken with the Finance Director with DPI and that the Fundraising & Ready Groups accounts should be separated from LINQ since they are under separate tax ID numbers and do not contain state, federal, or local funds. Due to not having the required quorum, a vote could not be taken at this time.

b. Academic Report

1. Updated WPA 96F Academic Plan proposal to increase instructional time. – Dr. Forgette asked the Board to approve the request to extend the school day from 8 a.m. to 3:30 p.m. and to suspend the MEP. The Board agreed to extend the school day for the remainder of the year to make up the lost instructional time during the hurricane and suspend MEP until January 23, 2017 pending approval from the OCS. The Board directed Dr. Forgette to begin advertising these two changes immediately so that parents would have time to make plans. A formal motion will be made once approval from OCS has been received and there is a quorum for the Board to vote.

c. Operations

1. Traffic and Safety Issues – This week there was an accident on the approach to the school. The Board discussed having the speed limit reduced for a school zone. Mrs. Thompson will make the necessary contacts to determine the process for having this done.
2. Dr. Forgette advised that the staff, teachers, and parents volunteered many hours helping families who were victims of Hurricane Matthew. Six truck loads of clothes and other items essential to these families were collected from parents.

Board General Agenda and Officer Reports

a. OLD BUSINESS

1. Financial Non Compliance
 - a. 2015-16 Audit Update – The Audit has been completed with the exception of a few documents that need to be submitted to the auditor. The Board will begin to work on the MD&A so that the audit can be submitted on time.
2. Policy regarding requests for documents – Mrs. Thompson asked Dr. Forgette to make hard copies of all documents that should be available for review by the public. In the future these documents will be digitized. The Board also reviewed a policy for request for documents and Mr. Barfield will be updating them for approval.
3. Facilities Planning
 - a. Contingency Plans
Mrs. Thompson advised that Vertex and the Board are planning a Ground Breaking event for the new building.

NEW BUSINESS

a. Governance Non-Compliance

Mrs. Thompson advised that all the Background Checks have been completed. The Bylaws should be ready for review and approval at the next meeting. Mr. Barfield stated that he

still had some interviews to complete for his investigation and would arrange those with Dr. Forgette.

b. Motion to Approve Minutes – The Board was unable to approve the minutes due to not having a quorum present due to the current dysfunctional Bylaws.

A motion to go into Closed Session to discuss legal issues regarding a lawsuit filed by Banyan was made by Michael Woodard and seconded by John Ankeney. The motion passed unanimously.

CLOSED SESSION

A motion to return to Open Session was made by John Ankeney and seconded by Michael Woodard. The motion passed unanimously.

OPEN SESSION

ADJOURNMENT - Michael Woodard made a motion to adjourn. John Ankeney seconded the motion which passed unanimously.

The next Board meeting is scheduled for Tuesday, November 8th at 5:15 p.m. at WPA.

John D. Ankeney, WPA Board Secretary