

**Wayne Preparatory Academy  
Board of Directors Meeting  
Learning Cottage A  
September 12, 2017 at 5:15 p.m.**

At 5:19 p.m. on September 12, 2017, the Wayne Preparatory Academy Board of Directors met for a regularly scheduled session. In attendance were Board members Sharon Thompson, Amanda Wells, Michael Woodard and John Ankeney. Also in attendance were John Twitty, WPA Managing Director, Staff, Sonja Thomas, Karen Stevens; parent Rebecca Lancaster, and LaQuetta Robinson, a visitor.

**I. OPENING**

- a. Welcome **and Call to Order** made by Sharon Thompson, Chairman
- b. **Notification of Conflicts of Interest** statement was read by Mr. Ankeney as follows: Board members are reminded that it is our duty to avoid conflicts of interest and the appearance of conflicts of interest as we handle the work of the Board. Does any member of the Board know of any conflict of interest or any appearance of conflict with respect to any matter coming before us at this meeting? If so, please state them for the record. If during the course of the meeting you become aware of an actual or apparent conflict of interest, please bring the matter to the attention of the Chair. It will then be your duty to abstain from participating in discussion on the matter and from voting on the matter. All Board members replied they had no conflicts of interest.
- c. **Motion to Approve the Agenda as Business Order of the Day** was made by John Ankeney and seconded by Michael Woodard. The motion passed unanimously.

**II. GENERAL AGENDA**

Mrs. Thompson introduced LaQuetta Robinson. Ms. Robinson recapped her experience why she wanted to serve on the Board. Among the items she discussed were her experience working with persons with disabilities. After her summation, the Board asked her questions.

A. Enrollment – The scholar count is below what had been anticipated for the 2017-2018 enrollment. The ADM (average daily membership) count will not be taken until the 20<sup>th</sup> day of school so the school will continue to market and recruit. Mr. Twitty presented a student breakdown indicating that WPA has a diverse and varied student population.

B. Marketing – We continue to work the marketing plan that was established by the Board, Administration and staff.

C. Finances – 1. Main Budget -Mr. Twitty presented the school budget report to the Board. However, If enrollment goals are not met the Board will need to revise the budget accordingly.

2. Ready Groups Budget. – Mrs. Pam Campbell, the Ready Groups Director, presented a report to the Board indicating there were still a few slots to be filled.

3. Early Learning Center Update – Furnishings have been ordered. The Board discussed having a soft opening in January at the latest but plans are underway to open as soon as possible.

D. Curriculum Home Base Net – Mr. Twitty advised the Board he had received the fees for the Home Base Net for middle school. The total fee cost is \$130. Amanda Wells made a motion to allocate \$130 to cover the Home Base Net fees for middle school scholars. Michael Woodard seconded the motion which passed unanimously.

E. Human Resources – To be discussed in Closed Session

F. Leave Policy – Currently staff has 10 days of Annual leave. Mr. Twitty asked for clarification regarding the days and whether they can be taken all at once or be earned at a day a month.

After much discussion, John Ankeney made a motion to table the WPA Leave Policy until another meeting. Amanda Wells seconded the motion which passed unanimously.

G. Lunch Program - Mrs. Stinette, WPA's Financial Director, has contacted Dave Machado from the Office of Charter Schools to find out what WPA is able to use to verify eligibility for the program.

H. Fiscal Management Policy Amendments – Glenn Barfield, WPA's attorney, is reviewing these amendments.

#### I. Upcoming Events

1. National Jr. Beta Club- Mr. Boyd is in charge of this program. Scholar induction is scheduled for September 25, 2017. There is a registration fee of \$5 per student, with a \$25 membership fee. Mrs. Thompson suggested we obtain a local sponsor for the Club. Mr. Ankeney advised he would ask the Goldsboro Rotary Club, of which he is a member, to provide a \$500 grant to the program. Results should be known at the next Board meeting.

2. Fall Festival – Community Affairs Committee – Mr. Woodard advised he is working on the Fall Festival with Mrs. Rebecca Lancaster and Mrs. Rachel Radford. The event is scheduled for November 4<sup>th</sup> from 11 a.m. to 2 p.m.

J. Athletics 1. Home School Students – After much discussion regarding allow home schooled students the opportunity to participate on WPA athletic teams, Amanda Wells made a motion that only WPA students were eligible to participate on WPA athletic teams. The motion was seconded by John Ankeney which passed unanimously.

2. Insurance – Mrs. Thompson informed all in attendance that WPA has an insurance policy covering our sports teams. John Ankeney made a motion to accept the insurance policy as provided and with the listed stipulations and requirements. Michael Woodard seconded the motion which passed unanimously.

3. Cross Country practice t-shirts will be provided by Goldsboro Homes. The Board approved their advertisement on the back of the shirts. Michael Woodard made a motion that Goldsboro Homes would provide Cross country t-shirts for the team with Goldsboro Homes on the back of the shirt. John Ankeney seconded the motion which passed unanimously.

At 7:30 p.m. John Ankeney made a motion to enter Closed Session to discuss matters that are privileged and confidential under state or federal law, to discuss matters that are protected under attorney-client privilege, and to discuss personnel matters. Michael Woodard seconded the motion which passed unanimously.

#### **CLOSED SESSION**

At 8:37 p.m., Michael Woodard made a motion to come out of Closed Session and return to Open Session. John Ankeney seconded the motion which passed unanimously.

#### **OPEN SESSION**

##### A. New Business

1. Michael Woodard made a motion to approve the personnel recommendation by Mr. Twitty. John Ankeney seconded the motion which passed unanimously.

2. Michael Woodard made a motion to approve Ms. LaQuetta Robinson to be a new Board member. Amanda Wells seconded the motion which passed unanimously.

3. October 12<sup>th</sup> and 13<sup>th</sup>, the Charter School Leadership Class will be conducted in Durham. Mrs. Thompson and Mr. Twitty will be attending.

4. On October 3, 2017, there will be a webinar regarding WPA's renewal process. All Board members are encouraged to attend.

6. Mrs. Thompson passed out the Board Code of Conduct forms for Board members to sign. All did.

B. Old Business – None

### **ADJOURNMENT**

At 8:55 p.m., with no other business to discuss, John Ankeney made a motion to adjourn. The motion was seconded by Michael Woodard which passed unanimously.

The next Board meeting is scheduled for 5:15 p.m. on September 26, 2017 at WPA.

John D. Ankeney, WPA Secretary

## **Wayne Preparatory Academy Board of Directors Meeting Learning Cottage A on September 12, 2017 Closed Session**

### **IN CLOSED SESSION**

1. Mrs. Sonja Thomas, WPA's Middle School Principal, attended the Closed Session. She provided the Board with the reasons she felt should result in a raise. The Board asked her some relevant questions, which she answered. Mrs. Thompson, with Board concurrence, said the Board would consider her request and let her know if would be considered it. Mrs. Thomas then left the room.

2. Mrs. Thompson then addressed WPA's 2017-18 student enrollment. We have not met our enrollment goal and the Board discussed further ways to obtain our additional students. Without additional students the school will be forced to revise our budget to reflect this. Mr. Ankeney stated he was disappointed in WPA's staff efforts to obtain additional students. It was noted that at our last recruitment event, only 7 staff members attended. He added that some school programs could not be implemented if the school did not make its enrollment goal.

3. Mrs. Thomas was excused from the meeting in order for the Board to discuss her raise.

4. The Board further discussed Mrs. Laquetta Robinson's qualifications and felt she would make a good Board member.

### **BACK IN OPEN SESSION**

John D. Ankeney, WPA Secretary

