

**Wayne Preparatory Academy
Board of Directors Meeting
September 13, 2016
WPA, Cottage B**

On Tuesday September 13, 2016 the WPA Board of Directors met for a scheduled Board meeting. Present were Board members Sharon Thompson, L. J. Stanley, Amanda Wells, Michael Woodard and John Ankeney. Also present were Dr. Todd Forgette, WPA Managing Director; Bianca Guzman, Diane James, Brenna Lingley, and Amanda Maple. Parents in attendance were Dawn Kerr and Michelle Hall.

Welcome and Call to Order were made by Sharon Thompson, WPA Board Chairman.

Conflict of Interest Notification - Mrs. Thompson asked if any Board members had any conflicts with business being conducted for the school. No Board members had conflicts.

Motion to approve the Agenda as Business Order of the Day – A motion was made by John Ankeney and seconded by Amanda Wells to approve the Agenda as Business Order of the Day with the additions requested. The motion passed unanimously.

COMMITTEE REPORTS

Community Relations Committee

Michael Woodard advised that the 20 Day Campaign Perfect Attendance celebration will be held at the school on September 30th to present prizes for scholars with perfect attendance during the first 20 days of school. The next event is a Fall Festival scheduled on Saturday, November 5th from noon to 3:30 p.m. at the school with food trucks and booths for each grade level. More information will be provided as details are finalized. Mr. Woodard asked the Board to approve the date for the Fall Festival. A motion was made by Amanda Wells and seconded by John Ankeney to approve the Fall Festival for November 5, 2016 at the school. The motion passed unanimously.

MANAGING DIRECTOR'S REPORTS

Finance

Dr. Forgette provided the Board with copies the LP accounts and the budget report from Acadia. The Board reviewed the documents and asked for clarification regarding specific line items. Dr. Forgette will verify the information with Acadia and report to the Board at the next scheduled meeting. The Board asked Dr. Forgette to provide documentation for the amount of the Impact Funding and to adjust the budget revenue accordingly.

Enrollment Update and Projected ADM – As of this date, the school has 614 scholars

Ready Groups

The Ready Groups report was reviewed by the Board. Mrs. Thompson asked that Dr. Forgette verify that the vendor contracts included the statement required by the SBE.

Fundraising

The fundraising account was reviewed by the Board. There were no corrections or questions regarding this report.

Mrs. Thompson noted that the D & O insurance bill had not been paid and asked why. Dr. Forgette stated that the bill had been overlooked and recommended that the bill be paid on-line. John Ankeney made a motion to have the D & O insurance payment made on-line. The motion was seconded by Michael Woodard and passed unanimously.

Dr. Forgette informed the Board that the school had been notified that there had been an oversight and the school has never been billed for a sewer bill. The bill is estimated to be over \$6,000 and the Board asked Dr. Forgette to add this to the budget along with the monthly cost.

Operations

Dr. Forgette presented a proposal and contract from MORE, Inc. to provide for a transportation of scholars between the main campus and KinderCottage building. The Board asked Mr. Barfield to review the proposal. One concern is that the company have liability coverage. Also, what background checks are performed on the drivers by the company and who will be transporting the scholars. Dr. Forgette will follow up and report to the Board. Dr. Forgette was also asked to inquire about other groups possibly moving our scholars for a monthly fee.

Board General Agenda and Officer Reports

Treasurers Report

Presented earlier

Old Business

WPA Middle School Project Update

Goldsboro City and Wayne County commissioners have approved the plans for the WPA Middle School. The plans have also been sent to NC State for approval.

Town Hall Meeting

The Town Hall meeting is scheduled for September 20th at 7 p.m. at the Generation Church (formerly First Assembly of God) located in Goldsboro. Dr. Forgette will be reviewing the School Math Plan and discussing communication methods with parents at the meeting. The front elevation of the Middle School will also be presented and there will be time for Questions from the audience.

Office of Charter Schools Advisory Board Meeting Update

Mrs. Thompson gave an oral report of the last CSAB meeting held in Raleigh. Dr. Forgette also expressed his take aways from the meeting and how much better he understands the responsibility that the WPA Board has in regards to the daily operation and oversight of the school.

New Business

Community Day

Michael Wood, Chairman of the Community Relations Committee advised that he would like to schedule a Community Day to have volunteers clean up the campus and cut the school's grass.

Review of the Math Action Plan

To be presented at the Town Hall meeting.

CPA Documents for Monthly Support

Mrs. Thompson requested that the school's CPA, Dianne Uzzell, also prepare monthly unaudited reports to include cash flow for the Board. John Ankeney made a motion to have Dianne Uzzell also prepare monthly unaudited reports to include cash flow statements from the LP accounts for Board review. The motion was seconded by L. J. Stanley and passed unanimously.

Grant for Playground

Mrs. Thompson reminded the Board that the Leadership Class from the Wayne County Chamber of Commerce offers a grant for projects the class can work on throughout the year. She will get the necessary information together to apply for the grant. She also mentioned that Teacher Grants are available also through WEN.

Family emails

Mrs. Thompson discussed the Board having family emails set up that would allow staff and the Board to contact families with a singular email list. Dr. Forgette will report to the Board on the progress to set this up.

A motion to go into Closed Session to discuss staff personnel in accordance with NC Open Meetings Laws was made by John Ankeney and seconded by Michael Woodard. The motion passed unanimously.

CLOSED SESSION**OPEN SESSION**

L. J. Stanley made a motion to go out of Closed Session and into Open Session. John Ankeney seconded the motion which passed unanimously.

The Board will travel to Hillsborough on October 10 and 11, 2016 to attend a Charter School Leadership Training.

With no other items to be discussed John Ankeney made a motion to adjourn. The motion was seconded by L. J. Stanley.

The next Board meeting is scheduled for September 27th at WPA.

John D. Ankeney, WPA Secretary