

Wayne Preparatory Academy
Board of Directors Meeting
Middle School Media Center
January 28, 2019

At 5:35 P.M. on Monday, January 28, 2019, the Wayne Preparatory Board of Directors met for a regularly scheduled meeting. In attendance were Board members Amanda Wells, Lou Rose (by phone for part of the meeting), Tommy King, Brett Farmer and Glenn Barfield, WPA's attorney. Also in attendance were John Twitty, WPA Director, Deans Sonja Thomas and Karen Stevens, Natalie Stinnett, Director of Human Resources and Ben Roth Director of Operations. Also 4 Staff and faculty members: Emily Gurley, Christy Smith, Lisa Jones and Rachel Harrison. Parents or other attendees attending were Sue Harrison, Tamika McLaughin and Alton King and Scott Mackey.

I. OPENING

- a. Welcome and Come to Order was made by Amanda Wells
- b. Notification of Conflicts of Interest —Tommy King read the Board's notification of conflicts of Interest statement 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 matters 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 and to discuss the Agenda out of order was made by Tommy King and seconded by Brett Farmer. The motion passed unanimously.

II. NEW BUSINESS

- a. Acknowledgment of Rachel Harrison, Lisa Jones and Christine Smith who were recognized as meeting or exceeding growth.
- b. Mrs. Wells asked for a motion to allow Lou Rose to participate in the meeting via phone. Mr. Tommy King made the motion. The motion was seconded by Mr. Brett Farmer and passed unanimously.
- c. Mrs. Wells discussed WPA participating in Wings Over Wayne 2019 and the cost for this event. The Daffodil Festival is another marketing opportunity for WPA. Mr. Twitty will research this and the cost. Mrs. Wells asked for a motion to register WPA for Wings Over Wayne and payment for participating in that event on April 27 and April 28. Mr. King made the motion. The motion was seconded by Mr. Farmer and passed unanimously.

The Board members reviewed the Minutes from the January 14, 2019 meeting. Mrs. Wells asked for a Motion to Approve the January 14, 2019, Minutes. Mrs. Lou Rose made the motion. The motion was seconded by Mr. King and passed unanimously. Mrs. Rose had to leave the meeting for work purposes.

- d. Mr. King discussed an option for marketing the ELC and school through the Chamber of Commerce e-mail and social media blasts. Mr. King will prepare a short statement for the Chamber that the Board to review. Mrs. Wells also discussed doing a Realtor Day to help market the school. Ordering WPA swag for marketing events was also discussed.
- e. Mrs. Wells introduced Mr. Scott Mackey to those present. Mr. King provided further introduction of potential Board member Mr. Scott Mackey. Mr. Mackey shared his background and educational experience with those present. The Board then had the opportunity to ask Mr. Mackey questions and have him ask questions of the Board. Mrs. Wells asked for a motion to approve Mr. Mackey as a new Board member. Mr. Farmer made the motion. The motion was seconded by Mr. King and passed unanimously. Mr. Mackey joined the Board.
- f. Mrs. Wells provided the Board with an update on the Community Relations meeting and plan for the Spring Festival.

III. OLD BUSINESS

- a. Mrs. Wells discussed the proposed Valentine's fundraiser and t-shirt sales for the ELC and the costs associated with the same. Mrs. Malpass will provide the Board with the proposed costs for production of the t-shirts in an upcoming meeting. Mrs. Wells asked for a motion to approve the ELC Valentine's fundraiser. Mr. Farmer made the motion. The motion was seconded by Mr. King and passed unanimously.
- b. Mrs. Wells discussed the proposed classes for the upcoming MEP session and the need to perform background checks on any new instructors. The Board will reserve the vote on approving the upcoming classes for MEP until all background checks are completed

IV. ACADEMICS

- a. Mrs. Wells and Mr. Twitty discussed the ADM that was turned in on January 25th.
- b. Mr. Twitty discussed his contact with OCS and verifying that we can grow a grade a year without amending our Charter. Mr. Twitty presented modular options and partnering with Wayne Community College for the upcoming 9th grade. Mrs. Wells, Mr. Twitty and WPA's attorney, Mr. Barfield, will be participating in a phone call on February 1st with CSC to discuss growth options for the 9th grade.
- c. The Board then discussed the lottery and intent to returns. Intent to return letters will go out by March 5th and give families 1-2 weeks to return. The Board adjusted the lottery date from April 12th to April 11th.

V. OPERATIONS

- a. Mr. Twitty discussed the CSC phone seminar. The next seminar is February 15th. Mr. Farmer will participate for the Board.
- b. The Board reviewed and discussed the lawn proposals. The Board requested that Ms. Stinnett prepare a comparison of services and prices for each proposal for the Board to review at the next meeting.
- c. The ongoing issues with technology were discussed and a plan for addressing. A bill was presented for services completed/equipment installed to date. Mr. Barfield will

contact CSC about expectations for payment. Mr. Stinnett will be meeting with an E-Rate representative to further explore technology options.

d. Mr. Twitty discussed reworking the website. Mr. Twitty proposed adding a donate button and the Board agreed. The Board requested that Mr. Twitty put some plans together for the website to work on over the summer.

VI. FINANCES

a. Mrs. Wells and Ms. Stinnett advised the Board that the school is doing well from a budgetary standpoint. Ms. Stinnett presented the amount of money earned from sweatshirt and t-shirt sales and the Board discussed ordering extra sweatshirts and t-shirts to have on hand for sale. Mrs. Wells asked for a motion to use fundraising funds to purchase three of each sizes of sweatshirts. Mr. Farmer made the motion. Mr. King seconded the motion and it passed unanimously. Mr. Barfield discussed creating an inventory system for apparel sales. Mrs. Wells asked for a motion to direct Ms. Stinnett to create an accounting system to inventory WPA shirts and use \$500.00 of fundraising money to purchase additional short sleeve shirts. Mr. Farmer made the motion. Mr. King seconded the motion and it passed unanimously.

b. Mrs. Wells will speak with the bank about credit card options for the school.

c. Lighting for the middle school parking lot was brought up by a parent. Ms. Stinnett indicated that she is researching lighting options.

At 7:30 p.m. Mr. Farmer made a motion to go into to 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. Mr. Scott Mackey seconded the motion which passed unanimously. Mr. King had to leave due to childcare issues.

VI. CLOSED SESSION

At 8:28 p.m., Mr. Farmer made a motion to return to Open Session. Mr. Mackey seconded the motion which passed unanimously.

VII. ADJOURNMENT

At 8:39 p.m., with no other business or items to discuss Mr. Farmer made a motion to adjourn. Mr. Mackey seconded the motion which passed unanimously.

The next regularly scheduled Board meeting is Monday, February 11th at 5:30 p.m.

Lou Rose, WPA Secretary