

Wayne Preparatory Academy

Board of Directors Meeting

Tuesday, June 17, 2014, 7:00 P.M.

OPEN SESSION

The meeting was called to order by Dr. Ken Benton, Board Chairman on Tuesday, June 17, 2014 at 7:00 P.M. In attendance were the WPA Board members, Dr. Ken Benton, Dr. Kathy Best, L.J. Stanley, John Ankeney, Sharon Thompson, and Jim Hull. Keshia Bunch was not available. Dr. Todd Forgette, our new Managing Director/Principal and Melodie Blackmon, our new Academic Director were present. In addition, Trent Parker, Jason Guffey, Mollie Smith, from Banyan Strategics attended. Also David Dow from Banyan Consulting Group, Pamela Campbell, our Support Director, and Marilyn Benton, Observer. Seven parents also attended the meeting.

Board Minutes - The June 3rd Board minutes were approved. Jim Hull made a motion to accept the minutes. Sharon Thompson seconded the motion. There was no discussion and the minutes were unanimously approved by the board.

Treasurer's Report – Nothing to report since we are still waiting for school funding.

Presentation - David Dow, from the Banyan Consulting group presented the proposed school benefits program. This Medical Plan's costs would be determined by the ages of the school employees as well as the selected plan. Benefits would be paid for by both the school and staff. Also, a \$25,000 Life Insurance policy, Long-Term Disability policy, a Short Term Disability Plan, a Dental Plan, Vision Plan, a Flexible Spending Account + Dependent Care plan and a Cancer/Accident/Critical Illness Plan were discussed. The board will discuss the plans at our next meeting.

Employment Forms and Plans

a. Intent to Hire Form – Kathy Best made a motion to accept the form; John Ankeney seconded it. No discussion and the motion was unanimously passed by the Board.

b. Strategic Plan for Remaining Hiring – L J Stanley made a motion to accept the plan; Jim Hull seconded the motion; there was no discussion, and the motion was unanimously approved by the Board.

c. Professional Development Plan – John Ankeney made a motion to accept the plan, Sharon Thompson seconded the motion; there was no discussion, and the plan was unanimously passed by the Board.

d. Beginning Teacher Support Plan and Licensure Renewal Plan Drafts – Sharon Thompson made a motion to accept the plan and draft; Kathy Best seconded the motion; there was no discussion and they were unanimously approved by the Board.

e. State Retirement Plan and Comp Major Medical Plan participation – Motion to not accept the plans was made by L J Stanley; it was seconded by Jim Hull. No discussion and the motion was unanimously approved by the Board.

Handbooks

a. The Employee Handbook Draft – Motion to accept was made by Kathy Best; seconded by Sharon Thompson, no discussion, and the motion was unanimously passed by the Board.

b. School Calendar and Length of School Day – Motion to accept made by John Ankeney, seconded by Kathy Best, no discussion, and the motion was unanimously passed by the Board.

c. Student-Parent Handbook Revision – Motion to accept made by Kathy Best, seconded by Jim Hull, no discussion, and the motion unanimously passed by the Board.

WPA Policies to be included in the WPA Policy Manual

a. Board Operating Policies

b. Criminal Background Check Policy

c. Employee and Hiring Policies

d. Exceptional Student Policy and Contingency Plan for Day 1 of Instruction

e. Grievance Policy

f. Social Network Policy/Media Release Form

g. Testing Policy

Motion was made by Kathy Best to accept these documents, and seconded by Sharon Thompson. There was no discussion and the motion was unanimously passed by the Board.

NEW BUSINESS

The temporary fax number to be used for LEA/DPI is 919-778-3661. Motion to accept this number was made by L J Stanley, and seconded by Jim Hull. There was no discussion and the motion passed unanimously by the Board.

POLICIES

- a. Before and after School Care Policies. Motion made by Sharon Thompson to accept the policies and seconded by Kathy Best. No discussion and the motion passed unanimously.
- b. Finance Policies. Motion made by John Ankeney to accept these policies, seconded by Sharon Thompson, No discussion, and the motion passed unanimously.
- c. Lunch Policy. Motion made by Kathy Best to accept the policy, seconded by Sharon Thompson. In a discussion, it was decided we needed a refrigerator to store perishable food. Sunburst Foods was mentioned as a local provider. After the discussion, the motion was passed unanimously.

CURRICULUM

- a. Training – Covey. Motion was made to use Covey Training. Seconded by Sharon Thompson. No discussion, and the motion was passed unanimously.
- b. Core knowledge – Motion to accept this training was made by John Ankeney and accepted by Jim Hull. No discussion and the motion passed unanimously.
- c. Math – Dr. Forgette brought up the subject and was told it would be covered in our curriculum.

PURCHASE ORDERS

- a. Covey and Core Knowledge. Motion was made by Sharon Thompson to approve this purchase and seconded by Jim Hull. In a discussion, it was determined to pay for this training by July 3rd. The motion was then passed unanimously.
- b. Math – NWEA (Northwest Evaluation Association) Motion was made by Kathy Best to accept, LJ Stanley seconded the motion. No discussion and the motion passed unanimously.
- c. Amplify – Dibbles. Motion to accept made by Sharon Thompson, seconded by L J Stanley. In a discussion it was noted this was free for K-3rd grade, with a charge for 4th grade. Relevant state forms will be filled out and submitted to the State for payment. Motion was then passed unanimously.

EMPLOYEE AGREEMENTS – Our contracts must specify that DPI is not responsible for our debt. Motion was made by Kathy Best to accept this agreement and seconded by LJ Stanley. No further discussion and the motion was passed unanimously.

- a. Administrator – Motion to accept made by L J Stanley and seconded by Kathy Best. No discussion and the motion passed unanimously.

b. Teacher – Motion to accept was made by John Ankeney and seconded by Kathy Best. No discussion and the motion passed unanimously.

c. Other Staff – Motion to accept was made by John Ankeney, and seconded by L J Stanley. There was no discussion and the motion was passed unanimously.

VOLUNTEER HANDBOOK DRAFT

A motion was made Kathy Best to accept the Volunteer Handbook Draft as presented with the following addition “A background check for all volunteers is required before they can begin volunteering”. The motion was seconded by John Ankeney. With no further discussion, the motion passed unanimously.

SCHEDULED TIME FOR BOARD TRAINING – Scheduled time, Friday, June 3rd at 3 P.M.

CLOSED SESSION – Motion made by Sharon Thompson to go into closed session, seconded by Kathy Best, no discussion and the motion passed unanimously.

IN CLOSED SESSION

SESSION REOPENED

A motion to send employment contracts to Holly Kirby and Zachary Fritz was made by Sharon Thompson and seconded by Kathy Best. No discussion and the motion passed unanimously.

ADJOURNMENT

A motion to adjourn was made by L J Stanley and seconded by Kathy Best. No discussion and the motion was passed unanimously. Adjournment was at 9:14 P.M.

John Ankeney, WPA Secretary