

# Wayne Preparatory Academy

## Board of Directors Meeting

Tuesday, July 22, 2014

### OPEN SESSION

On Tuesday, July 22, 2014, at 4:00 P.M., the Board of Directors of the Wayne Preparatory Academy met for their scheduled Board meeting. In attendance were Board members Dr. Ken Benton, Dr. Kathy Best, L. J. Stanley, John Ankeney, Sharon Thompson, and Mark Corbett. Board member Jim Hull was on excused vacation. Also in attendance were Dr. Todd Forgette, WPA Managing Director/Principal; Melodie Blackmon, Academic Director; Marilyn Benton, Observer; Pam Campbell, Project Manager; and Trent Parker, Banyan Strategics . Randy Swartz and Randy Swartz, Jr. attended to present their progress on our school construction progress.

### CALL TO ORDER

Dr. Benton gave the Call to Order. He advised Board members had already received a copy of the July 8, 2014 minutes by e-mail and asked if there were any comments. After none, he asked for a motion to approve the minutes as is. A motion to accept the minutes was made by Dr. Kathy Best. It was seconded by L J Stanley. There were no discussions and the Board approved the minutes unanimously.

### TREASURER'S REPORT

A copy of the Treasurer's Report was given to all Board members. Dr. Kathy Best, our Treasurer, provided the following figures from the report: There were \$500,000 in start-up funds. \$89,911 has already been spent with a balance left of approx. \$310,000. \$100,000 of this \$310,000 was placed in our Checking Account. \$27,000 of this was for approved expenses leaving a balance of \$73,000. The Board, under the WPA Limited Partnership, has authority to borrow these funds for start-up expenses. Checking Account access cards have been sent in to our bank. Dr. Ken Benton, Dr. Kathy Best, and Jim Hull, Board members, and Todd Forgette, Managing Director are authorized to withdraw these funds, provided there are two signatures are provided for each withdrawal.

A motion by Dr. Kathy Best was made to accept the report. It was seconded by John Ankeney. No further discussions and the motion passed unanimously.

## FACILITY STATUS REPORT

Randy Swartz and Randy Swartz, our construction company, gave us a status report on our academy building status. As of today, there were 28 cottages on site. Plumbing hookups have already been completed. Duke Energy is scheduled to hook up our electricity by the end of the week, provided rain halts the process. Dr. Benton asked Mr. Swartz when he would be finished with his projects and replied he would have it done by August 15. Dr. Benton told him the project had to be completed by no later than August 8. The Board had to have a Certificate of Occupancy approved by August 25 and Mr. Swartz was told to complete his project by August 8.

## OLD BUSINESS

### PRE-SCHOOL/BEFORE-AFTER SCHOOL PROGRAMS

The Board reviewed the programs and determined there were some remaining issues to be considered. Board member L. J. Stanley volunteered to get with our Banyan Strategics representative, Kristy, to come up with a final program recommendation.

### GOVERNANCE TRAINING ASSIGNMENT STATUS

Dr. Best and Sharon Thompson have completed their assignments and forwarded them to Pam Campbell. John Ankeney advised his would be completed and submitted by the end of the week.

## NEW BUSINESS

Dr. Todd Forgette, WPA Managing Director, presented information on the following subjects to the board:

- a. North Carolina Department of Instruction Contacts Information
- b. Staff Training Update
- c. School Supply List for Review and Comment
- d. Staffing Update
- e. Social Media Update
- f. August 4-8 Training Update
- g. Enrollment Report Update – Pending by August 1
- h. Parent-Involvement-Volunteers

- i. Lunch/Meals/Carpool
- j. Organization of Committees and Assignments

#### SCHOOL SIGNAGE and LOGO

Dr. Benton advised it might be a good idea to have a separate Signage plaque illustrating our goal of outstanding achievement and accomplishment. This could look like a Coat of Arms on a shield base. Members of the board liked this idea. Dr. Benton advised he would get with Mollie Smith from Banyan Strategics to come up with a shield and printing, and present it at the next Board meeting.

#### CLOSED SESSION

A motion was made by Dr. Kathy Best to go into Closed Session. It was seconded by John Ankeney. The motion passed unanimously.

#### IN OPEN SESSION

##### CLOSED MINUTES FROM OUR JULY 8, 2014

A motion by John Ankeney was made to accept the July 8, 2014 Closed Session minutes. L J Stanley seconded the motion and it was passed unanimously.

#### EMPLOYMENT

Dr. Forgette presented the following potential teacher and teacher assistants to the Board. With the Board's approval, he wanted to send them Intent to Hire forms and Employment Contracts for their approval and signature:

Best, Julie	Grade 2 Teacher
Hobbs, Cayla	Grade 1 Teacher
James, Diane	Exceptional Children's Teacher
Morrone, Tracy	Grade 3 Teacher
Brown, Jennifer	Teacher Assistant
McCandless, Stacie	Teacher Assistant
Oetes, Treda	SIS/Data Manager

A motion to accept these persons and to have Dr. Forgette send them Intent to Hire forms and Employment Contracts was made by L. J. Stanley and seconded by Dr. Kathy Best. There was no further discussion and the motion passed unanimously.

## NEXT MEETING

Our next scheduled meeting is for Tuesday, August 5, 2014 at 4:00 P.M. in the offices of Academics Plus.

## ADJOURNMENT

A motion was made by Dr. Kathy Best to adjourn the meeting and seconded by John Ankeney. No discussions and the motion passed unanimously. Adjournment at 6:06 P.M.

John D. Ankeney, WPA Secretary