

Wayne Preparatory Academy

Board of Directors Meeting

Tuesday, August 5, 2014

OPEN SESSION

On Tuesday, August 5, 2014, at 5:00 P.M. the WPA Board of Directors met for their scheduled Board meeting. In attendance were Board members, Dr. Kenneth Benton, L. J. Stanley, Jim Hull, Sharon Thompson, Mark Corbett, and John Ankeney. Dr. Kathy Best was not present. Also Dr. Todd Forgette, Managing Director; Melodie Blackmon, Academic Director; Dr. Marilyn Benton, Observer; Pam Campbell, Project Manager; and Trent Parker, Banyan Strategics. Parents in attendance were Mary Woodard, Joseph and Amanda Mooney, and SMSgt Garrett Faust. Also, Randy Swartz and Randy Swartz, Jr. of Swartz Building Solutions, our Builder.

CALL TO ORDER

Dr. Benton gave the Call to Order. He advised the Board had earlier received the July 22, 2014 Board minutes by e-mail. He asked if there were any corrections to the minutes. Sharon Thompson made a motion to delete the portion of the sentence that stated Dr. Forgette's report would be posted online. It was seconded by Mark Corbett and with no further discussion the motion passed unanimously. A motion was made by Sharon Thompson to accept the revised minutes and seconded by L. J. Stanley. The motion passed unanimously.

REPORTS

FACILITIES

Construction Status: Randy Swartz, from Swartz Building Solutions provided the following information: the cottages power and utilities should be completed by the end of this week (August 8, 2014). Next week the building/site Inspector will inspect the inside of the cottages. Overhangs and decks should be completed next week; dependent on good weather. The Parking and Sports/Playground areas will hopefully be completed before the school opens; again based on good weather.

Technology Status: The computer wiring installation has been paid for and should be completed to each cottage by late this week.

ACADEMIC EXCELLENCE – Dr. Forgette

School start problems/solutions: None. Refrigerator purchases for each cottage are planned. Jim Hull gave a report regarding the menu to be used at the beginning of the school year. Other vendors will be added as the school year progresses. The type of food and menu have not yet been decided, but will be, before the school starts.

Start Date Status: Stays August 25th. Occupancy permit inspection to be conducted next week.

Parent Involvement: A copy of The Parent/Student Handbook will be given to each parent who attends Popsicles In the Park on Saturday, August 10th. Those parents that do not attend will be given the Handbook during Open House.

School Readiness: Math materials still on order. Other materials are on-site.

Upcoming Events: August 10th from Noon to 2:00 P.M. in Herman Park, we will have Popsicles In the Park for students, parents, staff and Board members.

Open House on August 23rd – Parent Orientation – 2 hours devoted to each grade.

ADMINISTRATION and POLICY

Policy Status: All required Policy reports have been submitted to the Department of Charter Schools.

Board-On-Track update: Up-to-date. A self-evaluation sheet will be sent to all Board members setting up individual goals and how the Board will work together to fulfill its duties and obligations. Pam Campbell will send out the sheet to each Board member which will be returned to her by all Board members before the next Board meeting.

ADMISSIONS/OPERATING

Enrollment: Dr. Forgette advised student enrollment is still open. 466 students are enrolled but as of today phone calls were made to 150 student's parents who had not properly completed all registration requirements. Dr. Forgette, Melodie Blackmon, and Pam Campbell will call the remaining parents to ensure they still want their children to attend the school by completing the registration process.

Enrollment Breakdown:

Kindergarten	90 students	5 Teachers	Ave. Class Size:	18
Grade 1	92 students	4 Teachers	Ave. Class Size:	23
Grade 2	92 students	4 Teachers	Ave. Class Size:	23
Grade 3	92 students	4 Teachers	Ave. Class Size:	23
Grade 4	100 Students	4 Teachers	Ave. Class Size:	25

Pre-School/After School Programs Update

L. J. Stanley and Sharon Thompson interviewed a candidate for the Director position of the Preschool and Before/After care programs. After a positive review, the candidate has been offered the position. This school will be known as Discovery Village Academy. Melodie Blackmon added that our web site has received a lot of interest and asked that a separate e-mail address be set up so that WPA can direct any questions to that e-mail address. The school will serve 3 and 4 year old children. The school schedule will be determined by the new Director.

AUDIT and FINANCE

In Dr. Kathy Best’s absence, Dr. Benton presented our Financial Report. Until the school receives it’s appropriations from the state, we are spending our advance as follows: As of today, we have spent \$95,119. We have a pending expenditure of \$49,807.40 to be spent on computers, hookups, and other expenses in getting us on-line. Our current balance is \$100,127.

With no other discussion a motion was made by John Ankeney to accept the report. It was seconded by Sharon Thompson and approved unanimously by the Board.

Governing Board/Relations

Dr. Benton presented the members of the Board with a Code of Conduct that needed to be signed in accordance with standard operating practices. Members of the Board were asked to read and sign the document.

Marketing/Communication

Ms. Thompson advised we are a member of the Chamber of Commerce and individual Board members are promoting our school. Dr. Forgette and Ms. Blackmon are actively handling our web sites such as Facebook, and our WPA web site, and answering specific questions from parents and interested parties.

NEW BUSINESS

CLOSED SESSION

Dr. Benton asked that a motion be made to go into Closed Session. A motion to go into Closed Session was made by Mark Corbett and seconded by L. J. Stanley. No discussion and the motion was passed unanimously.

OPEN SESSION

A motion was made by Mark Corbett was made to go into Open Session. It was seconded by L. J. Stanley and passed unanimously.

Human Resources: Dr. Forgette, Lead Administer, presented the following staff member names for Board approval and sending them an Intent to Hire form:

Barnes, Danielle	Grade to be determined
Bass, Anna	Instructional Assistant
Dunn, Whitney	Kindergarten Teacher
Lennon, Letitia	Kindergarten Teacher
McCormick, Rachel	Grade 2 Teacher
Tart, Natalie	Art Teacher
Vazquez-Guzman, Bianca	Lead Secretary

He also added that we still have 6 teacher positions open, but a few candidates which will be determined by next week.

A motion to approve the hiring Of these individuals was made by John Ankeney. It was seconded by Mark Corbett. Board members commented on the excellent quality of the individuals. After these comments, the motion was unanimously passed by the Board.

One other individual was presented to the Board. However, after a discussion, the Board decided not to approve her hire. Sharon Thompson made a motion not to hire this individual. It was seconded by Mark Corbett and approved unanimously by the Board.

NEXT MEETING

Our next meeting is Tuesday, August 19th in the offices of Academics Plus.

ADJOURNMENT

A motion to adjourn was made by Marl Corbett and seconded by Sharon Thompson. Motion approved unanimously. Adjournment made at 6:52 P.M.

John Ankeney, WPA Secretary