

# Wayne Preparatory Academy

## Board of Directors Meeting

February 3, 2015

At 4:06 p.m. on February 3, 2015, the Wayne Preparatory Academy Board of Directors met for a Board meeting at WPA, Cottage B. In attendance were Board members Dr. Ken Benton, Dr. Kathy Best, L.J. Stanley, Jim Hull, Mark Corbett, Sharon Thompson and John Ankeney. Also in attendance were Dr. Todd Forgette, WPA Director, Melodie Blackmon, Academic Director, Shaherah Batts, WPA Business Manager, WPA teachers Maile Elliott, Natalie Tart, Dr. Marilyn Benton, Observer, and Trent Parker, Banyan Strategics.

**Welcome and Call to Order** was made by Dr. Ken Benton, Chairman of the Board.

**January 6, 2015 Board Minutes** – The minutes were presented and reviewed by the Board. No changes were offered and a motion to accept the minutes made by John Ankeney and seconded by L.J. Stanley...no further discussion and the motion passed unanimously.

**Treasurer's Report** – Dr. Best advised that the reports provided by Banyan her were unstructured and not in order. However, the financial statements were correct and up-to-date. Sharon Thompson made a motion to accept the report which was seconded by Mark Corbett. Motion passed unanimously.

**Facilities Report** – Certificate of Occupancies were received for the Pre-school building.

**Academic Report** – Dr. Todd Forgette

**Strategic Leadership** – Applications for the 2015 school year lottery are still being accepted online. The lottery is scheduled for March 10<sup>th</sup>.

Until the lottery on March 10, WPA will continue to market on Facebook, our local radio station (WGBR 1150 AM) and print media. Additional marketing will be held at local events throughout the county.

**Strategic Plan** – Accelerated Growth, 95% Skill transfer for teachers, 95% Teacher satisfaction.

**Instructional Leadership** – DIBELS completed on February 27. MAP Testing begins this week with the goal to be completed by February 27. Tiers of Instruction Math lesson progress report has been posted. Reading validation placement upon receipt of DIBELS data.

**Teacher Professional Development** – Two Monday sessions in January supplemented by one PLC meeting and practice with DIBELS testing. Additional emphasis on Habit 3: Put First Things First.

**Cultural Leadership** –Management to focus on “Use of Positive Reinforcement”. Class DoJo is being used throughout the school.

**Human Resources Leadership** – Dr. Forgette traveled with staff to Raleigh to NC DPI to facilitate state licensing completion. The next group of teacher evaluations will begin in February.

**Managerial Leadership** – All student hard copy files and student PowerSchool data is complete. Local funds received in December.

On January 20, 2015 a successful fire drill was conducted with all personnel evacuated in 1 minute and 48 seconds.

**External Development Leadership** – The first Community Coffee Chat and Open House for the application and lottery process was conducted on January 28th. Several families and over 83 total participants participated in the tour. The next Open House is scheduled for February 28th. The Dollar General store in Faison donated several items to the school. WPA has a wall on which newsletters and activities for the month are posted.

A WPA student and his family experienced a home fire. Outside companies, at staff requests provided great support to the family. Mrs. Truhan and Miss Duncan organized and supported the charity drive. Staff and WPA families donated funds and items for use by the family.

**Business Manager Report** – Shaherah Batts – Audit reveals \$186 still owed by parents. This will be collected. WPA has 172 students out of 364 registered for lunches.

The Board discussed the audit results and suggested we change the transaction fee from 40 cents to 38 cents for reduced lunches with a 2 cent fee. A motion was made by John Ankeney to reduce the cost to 38 cents with a 2 cent fee. It was seconded by Sharon Thompson. No further discussion and the motion passed unanimously.

**Wayne Before and After School Report** – Sharon Thompson – 15 students were enrolled in the before school program and 24 in after school.

**SAIL Enrichment Report** – Sharon Thompson – Ten programs are being offered with 146 students enrolled. There were 9 volunteers.

**Wayne Discovery School Report** – Sharon Thompson – The pre-school is scheduled to open in August 2015.

**Old Business** – None

**New Business** – Dr. Forgette was requested to devise a teacher survey to present to the Board at the March 3rd Board meeting.

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

**Closed Session**

## **Return to Open Session**

A motion to return to open session was made by Mark Corbett and seconded by L.J. Stanley. The motion was passed unanimously.

The Board discussed a contract with Raleigh Therapy Services to provide therapy services. A motion to accept the contract was made by Sharon Thompson and seconded by Mark Corbett. Motion passed unanimously.

The Board discussed adopting a non-funded staff/faculty retirement plan in October 2015. A motion to consider this plan by October 2015 was made by Dr. Kathy Best and seconded by Jim Hull. Motion passed unanimously.

If funds are available, the Board discussed providing classroom funds to WPA teachers and staff. Sharon Thompson made a motion to provide funds if available and it was seconded by John Ankeney. Motion passed unanimously.

With no further discussions or issues to consider, Mark Corbett made a motion to adjourn. It was seconded by Jim Hull. Motion passed unanimously.

The next Board meeting is scheduled on Tuesday, March 3rd at 4:00 p.m. Adjournment at 7:00 p.m.

John D. Ankeney, WPA Secretary