

# Wayne Preparatory Academy

## Board of Directors Meeting

### Wayne Preparatory Academy, Cottage A

Tuesday, March 3, 2015

At 4:02 P.M. on March 3, 2015, the Wayne Preparatory Academy Board of Directors met for a Board meeting. 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, Melanie Blackmon, Academic Director, Shaherah Batts, WPA Business Manager, and WPA teachers, Margaret Olson, and Sonja Summerville. Also, Dr. Marilyn Benton, Observer, David Evans, Parent, Ophelia Grimes, vendor, and Jaime Brown from Banyan Strategics. Two representatives from Vertex III were also present.

**Call to Order** – Dr. Ken Benton

**Prayer** – L.J. Stanley

**Welcome** – Dr. Ken Benton

**Minutes** - Mr. John Ankeney presented the minutes to the Board. A motion was made by Sharon Thompson to accept the minutes as presented. Seconded by Mark Corbett. No further discussion and the minutes passed unanimously.

**Treasurer's Report** – Dr. Kathy Best advised she had reviewed our financial reports and found them a great improvement from those received at our last Board meeting. Check registers and bank account funds/deposits were current.

## Reports

**County Commissioners Bond Hearing Summary** – Dr. Ken Benton and four members of the Board attended a Bond presentation at the Wayne County Commissioners Office in the Wayne County Courthouse. The County approved the Bonds.

**Facilities** – Mr. Swartz was not available, but Sharon Thompson advised that the Pre-School building had been inspected and approved for occupancy.

**Academic Excellence** – Dr. Todd Forgette

## Leadership

WPA, even with delays, early closings and weather problems is still above the required NC standard school hours of 1,025. WPA now is at 1,048 hours.

Our upcoming lottery has 351 applications for 200 openings. All applicants were contacted last week, and will be re-contacted every Tuesday. Current parents have been sent a commitment letter to verify their children will also attend the new school year. Follow-up calls will be conducted as required. We expect to meet our full student goal for the new school year.

WPA will continue to market and communicate on our web site, Facebook, and our local news media outlets.

### **Instructional Leadership**

Dr. Forgette presented the screening data for current testing in Math and Reading.

### **Cultural Leadership**

Class Dojo Presentation – Ms. Margaret Olson, third grade teacher, demonstrated the Class DoJo computer app. This app allows immediate feedback to students and parents regarding class participation and leadership skills in class. Feedback from parents has been positive and students relate well with the technology.

Continual use of Positive Reinforcement to our students is promoted through Class Dojo and hands on opportunity with the scholars.

### **Human Resources**

From March 10 to April 4, our licensed teachers will take the statewide NC Teacher Working Survey. –The survey is voluntary and anonymous.

We continue to emphasize the Use of Positive Reinforcement to our students.

The next round of staff evaluations has begun.

Banyan StrateGics, our management company, performs the criminal background checks on new applicants. It was requested that a new process be put in place to speed up the timeline in getting this information back so that applicants can move forward in the hiring process.

### **Managerial Leadership**

The staff is still working on completing Student hard copy files and student PowerSchool data.

### **External Development Leadership**

Customer Care calls are still being emphasized. An update on the number of calls made was presented to the Board.

#### **Business Manager Report, Shaherah Batts**

Lunchroom audit report for February 1, 2015 – February 27, 2015

Ms. Batts provided a report which stated 70 parents are delinquent in paying for lunches.

She has sent numerous letters to these parents and will push further to collect the \$538.45. Online cafeteria data management system report – 85% of the reduced and free parents are registered in the on-line payment system. 60% of all students are enrolled.

**Wayne Before and After School Report, Sharon Thompson**

Attendance

# of students in before school - 15

# of students in after school 24

**S.A.I.L. Enrichment Program Report, Sharon Thompson**

Programs being offered - 10

Enrollment in programs - 140

Volunteers - 9

**Wayne Discovery School Report, Sharon Thompson**

Opening status – Scheduled for August 2015

**Old Business**

None

**New Business**

Dr. Forgette informed the Board that no make-up days are required to meet state requirements for attendance. However, March 30<sup>th</sup> - which was slated as a teacher workday – is being submitted to use as an instructional day since so many days were used for inclement weather. There was discussion about having S.A.I.L. operate since this falls on a Monday. All S.A.I.L. classes have been scheduled and this would not be feasible. Notices will go out via email, student folders, website, newsletter and Facebook regarding March 30<sup>th</sup> being a full day of instruction.

With there being no further business, Mark Corbett made a motion to enter Closed Session to discuss personnel issues. It was seconded by Sharon Thompson.

**Closed Session**

**Return to Open Session**

A motion made by Mark Corbett and seconded by Sharon Thompson to return to Open Session. The motion passed unanimously.

A motion was made by Sharon Thompson to accept Crystal Capps as the new kindergarten teacher. It was seconded by Mark Corbett. The motion passed unanimously.

With no other discussion or business, L.J. Stanley made a motion to adjourn. It was seconded by Sharon Thompson. Our next meeting is scheduled for April 7<sup>th</sup>. Adjournment was at 6:05 P.M.

John D. Ankeney, WPA Secretary