

**Wayne Preparatory Academy  
Board of Directors Meeting  
July 28, 2015**

**Open Session**

On Tuesday, July 28, 2015 at 4:05 p.m., the Wayne Preparatory Academy Board of Directors met for a Board meeting. In attendance were Board members Dr. Ken Benton, L. J. Stanley, Sharon Thompson and John Ankeney. Grant Webber was absent. Also in attendance were Dr. Todd Forgette, WPA Director; Melodie Blackmon, WPA Academic Director; Bianca Guzman, WPA Executive Assistant; Shaherah Batts, WPA Business Manager; and Diane James, WPA Teacher. Also in attendance were Amanda Wells and Bobby Parker, parents of WPA students. Jared Haddock from Vertex was in attendance.

**Call to Order - Dr. Benton**

John Ankeney made a motion to accept today's agenda as the order of business for the day. Sharon Thompson seconded the motion and it passed unanimously.

**Motion to Approve Minutes** – John Ankeney made a motion to approve the July 14, 2015 Open Session Minutes. The motion was seconded by Sharon Thompson and passed unanimously. Mr. Ankeney advised that the June 30, 2015 Open Session minutes were not included in today's agenda and asked it be added and then voted on. Sharon Thompson made a motion to approve the June 30, 2015 Open Session minutes. The motion seconded by L.J. Stanley and passed unanimously.

**Treasurer's Report** – Shaherah Batts

Mrs Batts presented to the Board the payables due. Dr. Ken Benton asked for a motion to accept the report as submitted. Sharon Thompson made a motion to accept the report as submitted which was seconded by L.J. Stanley. The motion passed unanimously. There was also discussion regarding the N.C. State budget and that until the budget is passed, the total disbursement will not be received. A portion of the first allotment was received and has been used according to the report given.

**Business Managers Report** – Shaherah Batts

Mrs. Batts reported on the payables recently paid and those remaining. The printer/copier contract has expired and she is looking for a new vendor. Mrs. Thompson gave Mrs. Batts some names of other printer companies for her to research. Most of the classroom floors have been waxed with all floors to be completed by the end of the week. Mrs. Batts advised she had received three bids for the extermination service. Wood Termite and Pest Control was selected. Mrs. Batts was asked about the remaining contract end dates including the lawn care. She was unsure of the end date and will report back with this information.

**Academic Excellence** – Dr. Forgette

Strategic Plan –

Classrooms have been re-assigned. Teachers will be allowed to work in their classrooms beginning next week.

New furniture has been ordered and there was an additional fee for receiving and assembly which was not budgeted. Jeff Pack, Facilities Manager, informed Dr. Forgette that July and August are busy months for him and he would not be available to receive or assemble the furniture.

All cottages will have the floors waxed by Monday.

The Bell schedule and homeroom assignments have been completed. Teachers will be contacting families to make them aware of their homeroom assignments.

Reading and math assessments are being conducted for Kindergarten scholars.

The teacher licensing renewal plan has been approved by DPI/Office of Charter Schools and all Professional Development at the school will count towards renewal.

Dr. Forgette is working with McGraw Hill to have the new curriculum in place by the start of school.

#### Managerial Leadership -

As of July 28<sup>th</sup> student wait list is 358 applicants.

Homeroom Contacts – Teachers are contacting families to let them know their homeroom assignments.

#### Human Resources –

Contracts to be discussed in Closed Session

#### External Development Leadership -

The P.E. and Playground area has been cleared and seeded by the Aycock family. A big thank you to them! Several families came out to help clear the field before it was seeded.

On August 1 from 10:30 a.m. to Noon there will be a “Summer Days at WPA” event.

New student orientation is August 10<sup>th</sup> -13<sup>th</sup> for first through fifth grades.

Kindergarten Assessments are being conducted now.

#### Operations Committee Organization –

The OCO was reorganized with subcommittees for the 2015-2016 school year. A meeting was held July 15<sup>th</sup> with a core group of parents that will serve as subcommittee chairs.

**Banyan Report** – Banyan Strategic had no representative present and no report was submitted. Banyan was scheduled to present the Board with several reports to include Continuation of Contracts, Banyan Employees, Budget, Banyan’s Due Diligence, Yearly payment, Before and After School Programs and any other relevant reports.

**Old Business** – None

#### **New Business**

Dr. Ken Benton advised that an invoice was submitted for the school audit to be conducted by a firm that Banyan recommended. The invoice was deemed by the Board to be too high.

L. J. Stanley made a motion to obtain a local auditor. The motion was seconded by Sharon Thompson and passed unanimously.

New Board Member Application – Dr. Forgette presented a New Board Member Application template for the Board’s consideration. The Board will consider the application and vote on it at the next Board meeting.

Vertex Presentation – Jared Haddock

Mr. Haddock advised the Board of the reporting requirements needed. Vertex has hired Conselium to work with WPA to help with the Quarterly & Annual reports that will be due. Mr. Haddock also advised that Conselium can help with other back-end needs as requested. Vertex has also obtained insurance on the buildings.

Vertex also can assist with grants approved projects. Mr. Haddock asked the Board and WPA staff recommend to them projects.

**Closed Session** – Employee Contracts

John Ankeney made a motion to go into to Closed Session to discuss teacher applications, Letters of Intent and employee contracts. The motion was seconded by Sharon Thompson and approved unanimously.

**Return to Open Session**

L. J. Stanley made a motion to go back into to Open Session. The motion was seconded by John Ankeney and passed unanimously.

**Motions to Approve**

John Ankeney made a motion to approve the June 30, 2015 and July 14, 2015 Closed Session minutes. The motion was seconded by L.J. Stanley and passed unanimously.

The Board considered the following new staff and employee contracts:

Roxanne Atkinson, Instructional Aide

Tymyra Carraway, 5<sup>th</sup> Grade

Megan Ingalls, 2<sup>nd</sup> Grade

Juliet Jones, Physical Education

Dan Millard, ECIA

Elizabeth Connor Smith, Art

Anais Tatum, 4<sup>th</sup> Grade

Kristi Aycock, Attendance & Student Services

With no further discussion Sharon Thompson made a motion to accept these recommendations for hire. The motion was seconded by L. J. Stanley and passed unanimously.

Dr. Forgette presented the Blue Cross Blue Shield contract for the new school year. Sharon Thompson then made a motion to accept the new contract which was seconded by L. J. Stanley. The motion passed unanimously.

Dr. Forgette presented contracts for providers for EC student services. Jennifer Olson, hearing impaired provider and Invision Services for visually impaired services. Sharon Thompson made a motion to accept the two contracts as presented. The motion was seconded by John Ankeney and passed unanimously.

**Adjournment**

L.J. Stanley made a motion to adjourn. The motion seconded by John Ankeney and passed unanimously. With no further discussion or business the meeting adjourned at 5:37 p.m.

John D. Ankeney, WPA Secretary