

Southeastern Academy Charter School
Board of Directors Meeting Minutes

DATE: Tuesday, October 13, 2015 at 6:30 PM

LOCATION: Southeastern Academy Charter School Gymnasium

CALL TO ORDER: Chairman Alvin Ivey

ROLL CALL: Chairman Alvin Ivey

Board Members Present:

Alvin Ivey, Chairman
Jerry Long, Treasurer
Lori Blackley, Secretary/Vision Chairman
Dave Allen, Education Chairman
Caroline Jolicoeur
Jay Britt
Brian English

Board Members Absent:

Tim Locklear
Sara Benson

Also Present:

Kristen Stone, Principal
Chris Zeigler, Financial Manager
Josh & Jen Whitley, OPTS President & Media Specialist
Will & Tiffany Walters, Teacher 6-8th Grade

ADOPTION OF MINUTES: Chairman Alvin Ivey

I. September 15, 2015 Meeting Minutes

Minutes approved by Alvin Ivey. All in favor.

I. Financial Report 2015-2016 Budget

Chris Zeigler

Financial committee met earlier today, October 13, 2015. The final budget has not been approved by the State. Currently, spending is on target within the budget. A financial budget was distributed and showed areas where we expect to exceed the budget and areas that we will have additional funds available and may need to move line items for those expected items.

II. Old Business

a. Operations Manual

Principal Kristen Stone

Kristen Stone and Sara Benson have begun the Operations Manual. They have had a phone conference with Lisa Gordon Stella and have begun making new policies for the operations of the school as well as many new fiscal policies. The Operations Manual should be completed before the next board meeting.

b. Board Member Plaque

Chairman Alvin Ivey

Alvin Ivey inquired about a Board Member Plaque for previous Board Members. Lisa Ard is working with Roger's Screen Printing to finalize the details. Plaque should be completed prior to the next board meeting.

III. New Business

a. Charter School Institute Conference Report

Principal Kristen Stone

Kristen Stone attended the Charter School Institute Conference. From the conference she learned some items that we will need to complete for renewal of our charter. We are in our third year as a Charter School. Moving forward if we continue to show good financial data, good testing scores, and have a good performance framework we will be on track to get renewed for an additional 5 years. Over the course of this year we also need to get in place: Board Goals and Objectives for the next 5 years. These goals are in three categories 1) Academic, 2) Financial, 3) Operational. Goals need to be written in SMART format. The Charter School Association will interview teachers, parents, board members, students next year about the school. The school needs to clearly communicate the VISION of the school to everyone.

Performance Framework for next year should be better because we have resolved all items necessary and we will not be graded negatively for the two populations of students that we do not have enough students to show percentages.

Mike Anderson spoke at the Charter School Institute about general safety procedures. Kristen Stone will contact him this week about setting up a training for our teachers about lockdown procedures. This is a two hour training offered for free.

The chairman of the Board of Education spoke at the conference and spoke in favor of charter school.

b. Committee Updates

a. Finance Committee

Jerry Long

Jerry Long gave a financial update from the finance committee. Finances are in line with the budget. Mr. Long proposed that we complete the payment for the van with a full payment of

\$4185. He proposed to OPTS President Josh Whitley that the school pay for half and OPTS pay for half. Josh Whitley responded saying that he would bring that up for discussion at the next OPTS meeting and could give an answer next board meeting.

b. Policy Committee

Kristen Stone

The Policy committee will meet prior to the next Board meeting.

c. Vision Committee

Lori Blackley

The Vision committee has a meeting scheduled for next week.

d. Education Committee

David Allen

The Education Committee will meet prior to the next board meeting. The PSAT is being held at SEA tomorrow. Benchmark testing will be completed in two weeks.

c. OPTS Update

Josh Whitley

OPTS has had one meeting. Officers have been elected. OPTS had a successful membership drive and raised \$1700. OPTS is organizing the Fall Festival which is coming up. OPTS will approve a budget at the next OPTS meeting. OPTS is working with Kristen Stone on coming up with ideas of what we will be focusing funds on this year. Security cameras have been noted as high priority for the school. A proposal for a front door buzzer and camera was discussed.

IV. Adjournment

Chairman Alvin Ivey

Next meeting – November 10, 2015 at 6:30 PM