

DATE: Tuesday, January 19, 2016 at 6:30 PM

LOCATION: Southeastern Academy Charter School – Science Lab

CALL TO ORDER: Chairman Alvin Ivey

ROLL CALL: Chairman Alvin Ivey

Alvin Ivey, Chairman
Lori Blackley, Secretary/Vision Chairman
Dave Allen, Education Chairman
Caroline Jolicoeur
Jay Britt
Brian English
Tim Locklear
Sara Benson

Jerry Long, Treasurer

Kristen Stone, Principal
Tiffany Walters, 6-8th Grade Science Teacher & William Walters
Chris Zeigler, Financial Secretary
Buddy McLean, Accountant
Josh Whitley, OPTS President

- a. November 10, 2015 Meeting Minutes
 - a. Minutes Approved by Tim Locklear. All in Favor.

Chris Zeigler provided Financial Statement as of December 31, 2015. All financial line items are still within budget guidelines. Good financial standing for this point in the school year. Nutrition & Food line item is \$0 expenses and \$0 income with Dowless Catering.

Chris Zeigler has identified a need for building repairs due to water damage in the main building. Calvin Ard has given a quote of \$7000 to repair all windows and caulking around windows. Motion was made by Jay Britt to approve spending \$7000 towards building repairs. All in favor. The \$7000 will be taken from the facility category line item.

Buddy McLean has completed the 2014-2015 School Year Budget Audit. Audit report has been submitted to the Local Committee. 3 Reports were completed: Fair Presentation, Internal Controls, and Compliance with State Funding. No findings were found during the audit in the three areas. Buddy McLean observed that SEA has appropriate internal controls, appropriate checks and balances in the finance department. Buddy McLean reviewed the financial statements and showed the 2013-2014 and 2014-2015 financial years. Buddy McLean also noted that Chris Zeigler does a fantastic job of keeping the financials in place. He noted that much of this would not be as complete without Chris Zeigler and her wonderful work ethic.

II. Old Business

a. Board Member Plaque

Chairman Alvin Ivey

Board Member Plaque is completed. Final Plaque was presented.

III. New Business

a. Testing Updates

Principal Kristen Stone

Kristen Stone presented the PSAT scores for all the students that completed the 8th-9th grade PSAT in the Fall. PSAT was taken by many of the 6th-8th grade students. Kristen Stone also presented the December Benchmark Scores for grades 3-8. Benchmark scores show overall reaching goals. The teachers have a goal of 85% proficiency on the EOG which will be taken by grades 3-8 in May. A final benchmark will be taken in May by 3-8 grades.

b. School Dance

Principal Kristen Stone

SEA school dance occurred last Friday for Grades 6-8. Students had a blast and worked together to coordinate. They secured a DJ and had a good time from 7-9:30 in the SEA GYM. A spring Fling is being planned for the spring 2016.

c. Enrollment

Principal Kristen Stone

Enrollment begins February 1, 2016. Enrollment will last for 2 months. Lottery is planned for the end of April 2016. Kristen Stone receives 4-5 phone calls a day with interest in the school.

d. Committee Updates

a. Finance Committee

Financial statements were reviewed earlier in meeting with Chris Zeigler and Buddy McLean.

b. Policy Committee

Sara Benson

Sara Benson presented the completed Operations Manual. The manual was a collective effort by the policy committee and the attorney Lisa Gordon Stella. The manual is a comprehensive manual for all policies for SEA. Dave Allen made a motion to approve the manual. All in favor. Operations Manual approved.

c. Vision Committee

Lori Blackley

Lori Blackley presented the following statement as the VISION statement for SEA: Southeastern Academy Charter School is a Diverse Family of Learners that Seek to Challenge the Whole Child Through Innovation.

Vision Statement was approved by the Board. The Vision Committee will begin working on the 5 year plan and goals in upcoming committee meetings. The Vision Statement will be given to the teachers and the next staff meeting and will be posted to website.

d. Education Committee

David Allen

The Education Committee met last week. Education committee reviewed the benchmarks and PSAT scores. The committee also reviewed the implementation of the writing program used in K-5. Writing has should an improvement with the implementation of this program. Report Cards are going home. Retention letters are going home with report cards to inform parents of the possibility of recommending retention.

e. OPTS Update

Josh Whitley

Josh Whitley presented the 2016 Fundraising Proposal. OPTS proposes to have a Spring Silent Auction and not to have a Live Auction this year. OPTS proposes a goal of \$52,000 for 4 critical needs of the school:

- 1) Security System (\$7000)
- 2) Mobile Computer Lab (\$30,000)
- 3) Water Fountain (\$5000)
- 4) Funds to Distribute to Teacher 2016-2017 (\$10,000)

Motion made by Dave Allen to approve Fundraising Proposal. All in Favor.

f. Wireless Internet

Principal Kristen Stone

Wireless internet at SEA is completed to allow for teachers to have full access to all websites needed for teaching purposes. In addition, a secondary access line allows students to have limited access while at school. Work was completed by Richard Barnes.

g. Human Resource Information (CLOSED)

IV. Adjournment

Chairman Alvin Ivey

Next Meeting – March 8, 2016