

MEETING MINUTES

Name of Foundation: Triangle Charter Education Association, Inc.
School: Cardinal Charter Academy
Cardinal Charter Academy at Knightdale

Date:	Next Meeting:	Next time:
July 6, 2017	August 2, 2017	5:30 p.m.
Meeting Location:		
Cardinal Charter Academy, 1020 St. Charles Place, Cary, NC 27513		

Attended by:	
Board Members: Allen Taylor Barb Villano Elaine Shamel Alex Krawchik Lee Teague Absent	Other Attendees: Donna Rascoe, Board Attorney Dr. Becky Draper, Principal Julie Jailall, Assistant Principal Stephanie Klininger, Dean of Students Erin Lanoue, Director of Education Joel County, Regional Director of Education – NC Madeline Keeter, Governing Board Manager Sandy Castro, Director of Development Lisanne Morton, Manager of FP&A Liana Antunes, Financial Analyst Ava Alexander, Regional Financial Analyst Kerrian Robertson, Governing Board Manager Parents

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 5:38 p.m. with a Call to Order by Board President, Allen Taylor. Roll call was taken and quorum established.

I. Administrative

- Approval of Agenda
 - The board reviewed the agenda for the July 6, 2017 Triangle Charter Education Association Meeting.

MOTION: Motion was made by Barb Villano and seconded by Alex Krawchik to approve the agenda as presented to the Triangle Charter Education Association. Motion passed unanimously.

- Approval of June 14, 2017 Meeting Minutes
 - The board reviewed the minutes from the previous meeting.

MOTION: Motion was made by Elaine Shamel and seconded by Barb Villano to approve the minutes from the June 14, 2017 meeting, with the reflection that no action was taken during closed session. Motion passed unanimously.

II. New School Update

- Cardinal Charter Academy at Knightdale

- Ms. Sandy Castro informed the board that Red Apple Development is in the final lease negotiations on the former church property in Eastern Wake county.
 - The board expressed an interest in a two-year lease with the option to re-purpose and purchase thereafter. It was discussed that the current capacity at the facility is 300, but that expansion would allow a greater capacity.
 - The board requested that the CSUSA Vice President of Marketing attend the next meeting to discuss the marketing strategy for this site.
- Cardinal Charter Academy High School Expansion
 - The board discussed the status of the high school, and was informed by Ms. Castro that Red Apple Development and CSUSA attended the Town of Cary Planning/Zoning meeting last week where the request was approved. She further explained that the Cary Town Council meets in 2 weeks to review the request, and that the final steps will be with Chatham County.
 - Board President Allen Taylor would like CSUSA to inform the board whether it is necessary for parents to attend any of the above meetings to express their desire for the high school project.

III. CSUSA Reports

- Approval of May 2017 Financials
 - The board reviewed the current financial statements with members of CSUSA financial staff.
 - The board requested a review of the school's end of year financials at the next board meeting. The board also asked for a review of the November 2016 fund balance. These request were taken back as action items.

MOTION: Motion was made by Elaine Shamel and seconded by Alex Krawchik to approve the May 2017 financials. Motion passed unanimously.

- School Report
 - Stephanie Klingler, Dean of Students and Dr. Jaillal, Assistant Principal, reviewed end of year testing with the board and explained that the school is projected to be close to an "A" grade. The administrators also shared that the preliminary results from EOG testing are very positive.

IV. Old Business

- Review of Board Policies
 - The board and Attorney Rascoe decided to defer the discussion of the board policies at a future strategic planning meeting.

V. New Business

- Approval of Annual Wellness Policy
 - The board reviewed the updated board policy that reflected changes to federal regulations.

MOTION: Motion was made by Barb Villano and seconded by Elaine Shamel to approve Annual Wellness Policy for 2017-2018. Motion passed unanimously.

- **Review of Board Policies**
 - The board decided to defer the discussion of the board policies to a future strategic planning meeting.

V. **New Business**

- **Approval of Parent Student Handbook**
 - The board reviewed the parent student handbook and was advised by Ms. Joan Roman, Compliance Manager, that the references to lower/upper school terminology would be removed in the final version.

MOTION: Motion was made by Elaine Shamel and seconded by Allen Taylor to approve Parent Student Handbook for 2017-2018 with the removal of references to lower and upper school terminology. Motion passed unanimously.

- **Approval of Renewal Request Letter**
 - The board reviewed the renewal notification letter from DPI.
 - The board discussed that the letter was sent to the Principal but not to the Board President, and that this needs to be corrected for subsequent communications.

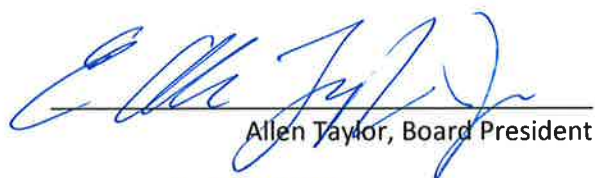
MOTION: Motion was made by Elaine Shamel and seconded by Allen Taylor to approve the renewal request letter to DPI. Motion passed unanimously.

VI. **Public Comments**

- Parents asked the board about the date for a November meeting to have a High School update.

VII. **Adjournment**

MOTION: Motion was made by Elaine Shamel and seconded by Barb Villano to adjourn the Triangle Charter Education Association board meeting. Motion was approved unanimously and the meeting adjourned at 6:09 p.m.


Allen Taylor, Board President

Date: 10/10/17