



**MEETING HELD AT:**

Cardinal Charter Academy  
 1020 St. Charles Place, Cary, NC, 27513

**BOARD OF DIRECTORS:**

	PRESENT	NOT PRESENT	TERM EXPIRATION DATE
Allen Taylor   President	X		March 2022
Alex Krawchick   Vice-President	X		March 2021
Candi Hughes   Treasurer	X		September 4, 2023
Megan Christie   Secretary	X		March 2022
Elaine Shamel   Director	X		March 2022

**NON-BOARD MEMBERS ATTENDING:**

1. Shauna Bell, Governor Board Liaison – CSUSA
2. Cindy Calvert – Keefe-Mccullough
3. Sandy Castro, Deputy State Director – CSUSA
4. Dr. David Christiansen, Chief of Schools – CUSUA
5. Nick Diamond, Facilities – CSUSA
6. Rebecca Draper, Principal – Cardinal Charter Academy
7. Gretchen Judd, Enrollment Specialist – CSUSA
8. Cande Killian-Wood, Deputy State Director – CSUSA
9. Stephanie Klinger, Assistant Principal – Cardinal Charter Academy
10. Myrna Hypolite, VP of Finance - CSUSA
11. Renee Michels-Ford, Carolina State Finance Director – CSUSA
12. Chuck Nusinov, State Director – CSUSA
13. Donna Rascoe, Esq., Board Attorney – Cranfill, Sumner and Hartzog
14. Kim Penman, AAIG Coordinator – Cardinal Charter Academy

**I. ADMINISTRATIVE**

- **CALL TO ORDER**  
 Pursuant to public notice, Board President, Allen Taylor, called the meeting to order at 5:37 p.m.
  
- **ROLL CALL**  
 Roll call was held and quorum was established.  
  
 Mission statement  
 Allen Taylor read the mission statement.
  
- **APPROVAL OF THE AGENDA**  
**MOTION:** Motion was made by Alex Krawchick and seconded by Megan Christie to approve the agenda as amended. Motion passed unanimously.

AMENDMENT:

- ADD COMMUNICATION FROM AUDITOR TO THE AGENDA
- APPROVAL OF THE SEPTEMBER 4, 2019 MEETING MINUTES  
**MOTION: Motion was made by Megan Christie and seconded by Alex Krawchick to approve the minutes of the September 4, 2019 meeting pending edits from Megan Christie and Donna Rascoe. Motion passed unanimously.**

II. PRINCIPAL REPORT

- ACADEMIC  
Rebecca Draper reported on the 2018-19 School Performance grades. ELA growth 18.4 math 16.2 total growth 24.6% points D to High B. Looking at what was done last year to impact growth to ensure sustainability. Increases proficiency from 72 to 76. Continuing work, with using data and Cardinal time to ensure enrichment and remediation.
- MARKETING & ENROLLMENT UPDATE  
Current enrollment is 941. Students are still getting enrolled and still looking to reach the 980 goal. Rebecca Draper presented on the upcoming marketing events.
- WENDELL FALLS MARKETING  
Sandy Castro spoke about marketing for Wendell Falls. Shifting to from landing page to full website in November. Targeted social media and digital campaign early November. Start community outreach at the Harvest Festival on Saturday, October 5, 2019. Halloween treat trail and December Holiday wonderland. Distributing flyers to preschools in the area and local businesses. Talked about the gym

III. FINANCIAL REPORT

- YTD AUGUST 2019  
Renee Michels-Ford presented reports for the period ending August 31, 2019. Allen Taylor requested that any budget mitigation is brought to the Board sooner rather than later.

**MOTION: Motion was made by Alex Krawchick and seconded by Elaine Shamel to approve the reports ending August 31, 2019. Motion passed unanimously.**

IV. FACILITIES REPORT

- WENDELL FALLS ELEVATION AND FLOOR PLANS  
Chuck Nusinov provided an overview of the floor plans for Wendell Falls. Pointed out the flexibility of the design in order to better personalize learning for students. Dr. David Christensen further spoke about the way the plan will support a stage not age learning structure and how that supports the future of education.

**V. BOARD BUSINESS**

• **OLD BUSINESS**

○ **RTO Framework and Evidence Check**

Megan Christie spoke on the first RTO meeting. Board members are encouraged to attend as many meetings as possible.

○ **Name change for Cardinal Charter Academy and North Raleigh**

Allen Taylor reported that the name change for Wendell Falls has been approved to reflect the new name Cardinal Charter Academy at Wendell Falls. Delay the North Raleigh name change until there is an actual site. Sandy Castro provided an update from Nick Diamond on potential sites.

• **NEW BUSINESS**

○ **2019 Draft Audit Summary**

Cindy Calvert reported that the audit is presented in accordance to generally accepted reporting principals. All required footnotes are in accordance with GAAP. Required communications with governance – no new accounting policies were adopted. No uncorrected misstatements, no disagreements with management or difficulties dealing with management during audit. Providing unmodified opinion. Discussed deficiency associated with criminal background checks. Noted the Board has appropriate policy but it must be followed consistently.

**VI. PUBLIC COMMENTS**

There were no public comments

**VII. CLOSED SESSION**

**MOTION: Motion was made by Alex Krawchick and seconded by Elaine Shamel to go into closed session for personnel matters pursuant to G.S. 115C-218.25. Closed session began at 7:48 p.m. Motion passed unanimously.**

No action was taken in closed session.

**MOTION: Motion was made by Alex Krawchick and seconded by Elaine Shamel to return to open session. The Board returned to open session at 7:58 p.m. Motion passed unanimously.**

**VIII. ADJOURNMENT**

**MOTION: Motion was made by Alex Krawchick and seconded by Megan Christie to adjourn the meeting of the Triangle Charter Education Association. The meeting adjourned at 7:58 p.m.**

**NEXT MEETING:**

Wednesday, November 6, 2019 @ 5:30 p.m.  
Cardinal Charter Academy

Megan Christie, Board Secretary

Date