

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		3/1/22
Alex Krawchick Vice-President	X		3/1/21
Candi Hughes Treasurer	X		9/1/23
Megan Christie Secretary	X		3/1/22
Elaine Shamel Director		X	3/1/22

NON-BOARD MEMBERS ATTENDING:

1. Shauna Bell, Governor Board Liaison – CSUSA
2. Rebecca Draper, Principal – Cardinal Charter Academy
3. Keith Geddings, Senior Financial Analyst – CSUSA
4. Myrna Laine-Hypolite, VP of Finance – CSUSA
5. Gina Merrell, Federal Programs and Grants Manager – CSUSA
6. Renee Michels-Ford, Carolina State Finance Director – CSUSA
7. Donna Rascoe, Esq., Board Attorney – Cranfill, Sumner and Hartzog
8. Dr. Corbet Wilson, National Senior Director of Curriculum & Instruction – CSUSA

I. ADMINISTRATIVE

- **CALL TO ORDER**
Pursuant to public notice, Board President, Allen Taylor, called the meeting to order at 5:33 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 Megan Christie and seconded by Alex Krawchick to approve the agenda as amended. Motion passed unanimously.

AMENDMENT:

- UPDATE ON LAPTOPS
- APPROVAL OF CALENDAR FOR CARDINAL DURING NEW BUSINESS

- APPROVAL OF THE NOVEMBER 6, 2019 MEETING MINUTES AND NOVEMBER 21, 2019 SPECIAL MEETING MINUTES

MOTION: Motion was made by Megan Christie and seconded by Alex Krawchick to approve the minutes of the November 6, 2019 meeting and the November 21, 2019 special meeting pending any edits by Donna Rascoe. Motion passed unanimously.

II. CSUSA REPORT

Gina Merrell presented on the role of the Grants Administrator. She will help schools apply for state and federal grants, manage the drawdown of funds, and ensures compliance with the use of funds.

III. PRINCIPAL REPORT

ACADEMIC, ENROLLMENT AND SCHOOL UPDATES

Dr. Draper discussed working with all PLC to provide Cardinal time to ensure that students are receiving remediation and enrichment materials to take home over the break. Using EOG, BOY NWEA and 1st 9 -week grades, currently 2nd round of NWEA testing. Matthew discussed the start of enrollment this week – 60 applications have already been submitted.

IV. FINANCIAL REPORT

YTD OCTOBER 2019

Renee Michels-Ford presented financial reports for the period ending October 31, 2019.

MOTION: Motion was made by Candi Hughes and seconded by Alex Krawchick to approve the reports ending October 31, 2019. Motion passed unanimously.

V. NORTH RALEIGH SITE SEARCH

Nick Diamond submitted the following report: We have completed a proposed site plan and have shared it with the Lowes Corporation and the sellers of the adjacent land. I am still waiting on a response and price from Lowes. I spoke with a broker that made the introduction to Lowes and he is pushing as well. I hope to have more information within the week.

VI. WENDELL FALLS UPDATE

Nick Diamond submitted the following report: We have started the site work and clearing of the property. We are on schedule. Sandy Castro submitted the following report: Wendell Falls received 220 applications to date, info-sessions are scheduled weekly through the end of January. A temporary location has also been secured.

VII. BOARD BUSINESS

- OLD BUSINESS
 - There was no old business
- NEW BUSINESS
 - RTO documents
 - Parent and Family
 - Cardinal 2020-2021 School Calendar

MOTION: Motion was made by Alex Krawchick and seconded by Candi Hughes to approve the following policies and Ready-to-open documents: Employee Handbook with any adjustments necessary to comply with NC law, Board Member Residency, Board Member Calendar. Motion passed unanimously.

MOTION: Motion was made by Alex Krawchick and seconded by Candi Hughes that all policies approved for Wendell Falls are also for North Raleigh. Motion passed unanimously.

MOTION: Motion was made by Megan Christie and seconded by Alex Krawchick to approve the Parent and Family Engagement policy. Motion passed unanimously.

MOTION: Motion was made by Megan Christie and seconded by Alex Krawchick to approve the 2020-2021 Cardinal Charter Academy at Wendell Falls for Cardinal Charter Academy and North Raleigh. Motion passed unanimously.

- Laptops
Dr. Corbet Wilson provided an update on the looking at how to lease laptops to stay updated. A more detailed update will be provided next meeting.

VIII. PUBLIC COMMENTS

There were no public comments

IX. 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 6:50 p.m.

NEXT MEETING:

Wednesday, January 8, 2019 @ 5:30 p.m.
Cardinal Charter Academy

Megan Christie, Board Secretary

Date