

**MEETING HELD AT:**

VIA ZOOM and live streamed on the [Cardinal Charter Academy Facebook Page](#)

**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. Leah Dellicarpini, Chief of Strategy – Launched Solutions
3. Rebecca Draper, Principal – Cardinal Charter Academy
4. Keith Geddings, Senior Financial Analyst – CSUSA
5. LaShonda Hester, Principal – Cardinal Charter Academy at Wendell Falls
6. Gina Merrell, Federal Programs – CSUSA
7. Renee Michels-Ford, Carolina State Finance Director – CSUSA
8. Kim Penman, AIG Coordinator – CSUSA
9. Donna Rascoe, Esq., Board Attorney – Cranfill, Sumner and Hartzog
10. Dr. Corbet Wilson, National Director of Curriculum and Instruction – CSUSA
11. Cande Killian-Woods, Deputy Director of Operations – CSUSA

**I. ADMINISTRATIVE**

**1. CALL TO ORDER**

Pursuant to public notice, Board Vice-President, Alex Krawchick, called the meeting to order at 5:37 p.m.

**2. ROLL CALL**

Roll call was held, and quorum was established.

**3. MISSION STATEMENT**

Allen Taylor read the mission statement.

**4. APPROVAL OF THE AGENDA**

**MOTION: Motion was made by Alex Krawchick and seconded by Elaine Shamel to approve the agenda as amended. Motion passed with a roll call vote as follows.**

Amendment:

- Move COVID first in the agenda under new business

Board Member	Yes	No
Allen Taylor	X	
Alex Krawchick	X	
Candi Hughes	X	
Megan Christie	X	
Elaine Shamel	X	

5. APPROVAL OF THE JUNE 3, 2020 MEETING MINUTES

**MOTION:** Motion was made by Megan Christie and seconded by Elaine Shamel to approve the minutes of the June 3, 2020 meeting pending any edits made by Donna Rascoe with a roll call vote as follows.

Board Member	Yes	No
Allen Taylor	X	
Alex Krawchick	X	
Candi Hughes	X	
Megan Christie	X	
Elaine Shamel	X	

**II. MANAGEMENT REPORTS**

**A. NORTH RALIEGH SITE UPDATE**

Allen Taylor stated that he spoke with Nick Diamond and progress is happening. The school design has been requested with additional information available next week.

**B. CARDINAL CHARTER ACADEMY @ WENDELL FALLS**

a. Facilities

Construction of the facility is ahead of schedule. Allen Taylor stated that the certificate of occupancy should arrive July 15<sup>th</sup>.

b. Principal Report

Principal Lashonda Hester spoke about an event on July 22<sup>nd</sup> for parents to drop off registration material and see sample uniforms. Kindergarten assessments have been finalized and will offer families virtual and in person times for assessments. Two open house dates, August 19<sup>th</sup> 20<sup>th</sup>. Move in date is August 4<sup>th</sup> with teachers able to get in the building August 10<sup>th</sup>.

**C. CARDINAL CHARTER ACADEMY**

a. Principal Report

Principal Becky Draper reported the outreach efforts with parents over the past few weeks. Currently in week two of the summer bridge program with about 90 students from 2<sup>nd</sup> – 6<sup>th</sup> grade. August 4<sup>th</sup> and 6<sup>th</sup> there are engagement activates rising middle school students. for Open house is scheduled for August 10<sup>th</sup> and 12<sup>th</sup>. Additional spots will be added to accommodate need. Kindergarten assessments will begin last July/early August and will be available in person and virtually.

D. FINANCIAL REPORTS

a. Monthly financial YTD May 31, 2020

Keith Geddings presented financial reports for the period ending May 31, 2020.

**MOTION:** Motion was made by Candi Hughes and seconded by Alex Krawchick to approve the financial reports ending May 31, 2020 with a roll call vote as follows.

Board Member	Yes	No
Allen Taylor	X	
Alex Krawchick	X	
Candi Hughes	X	
Megan Christie	X	
Elaine Shamel	X	

b. Budget presentation

The Cardinal Charter Academy at Wendell Falls was provided for informational purpose.

III. BOARD DISCUSSION ITEMS

A. OLD BUSINESS

a. Technology task force update

The technology task force discussed the need to refresh laptops for teachers.

B. NEW BUSINESS

a. COVID Response

Leah Dellicarpini presented documents for the COVID response. There were a number of acknowledgements for the parents and teachers and that the school will operate under CDC guidelines. The Board attorney will provide additional feedback with a Board vote at the August 5, 2020 meeting. Allen Taylor recommended more specific language around the use of likeness.

b. AIG plan – Cardinal Charter Academy at Cary

State requires that all schools have AIG plan updated and approved every three years. The plan was presented for Cardinal Charter Academy at Cary.

**MOTION:** Motion was made by Megan Christie and seconded by Alex Krawchick to approve. The motion passed with a roll call vote as follows.

Board Member	Yes	No
Allen Taylor	X	
Alex Krawchick	X	
Candi Hughes	X	
Megan Christie	X	
Elaine Shamel	X	

c. Remote Learning Plan

Maggie Nampon provided an overview of the remote learning plan in response to Senate Bill 704. The principals are working through the three models that the state has provided. Principal Draper and Hester provided an overview of the plans for their schools. Special meeting to see final opening plan will be scheduled.

**MOTION:** Motion was made by Alex Krawchick and seconded by Megan Christie to approve the remote learning plan for Cardinal Charter Academy and Cardinal Charter Academy at Wendell Falls. The motion passed with a roll call vote as follows.

Board Member	Yes	No
Allen Taylor	X	
Alex Krawchick	X	
Candi Hughes	X	
Megan Christie	X	
Elaine Shamel	X	

d. Apple Lease Quote

**MOTION:** Motion was made by Alex Krawchick and seconded by Megan Christie to approve Apple lease agreement for Cardinal Charter academy at Cary. The motion passed with a roll call vote as follows.

Board Member	Yes	No
Allen Taylor	X	
Alex Krawchick	X	
Candi Hughes	X	
Megan Christie	X	
Elaine Shamel	X	

e. RTO update

Cande Killian-Wood provided an update on the feedback from Office of Charter Schools.

IV. PUBLIC COMMENTS

Board attorney Donna Rascoe commented that a number of members of the public are tuning in via Facebook live and that comments will be shared with the Board.

V. CLOSED SESSION

**MOTION:** Motion was made by Alex Krawchick and seconded by Megan Christie to go into closed session pursuant to North Carolina General Statute section 143-318.11(a)(1) to discuss confidential personnel matters that are confidential pursuant to North Carolina General Statute section 115C-218.25 and North Carolina General Statute section 115C-319. The motion passed with a roll call vote as follows. Closed session began at 6:57 p.m.

Board Member	Yes	No
Allen Taylor	X	
Alex Krawchick	X	
Candi Hughes	X	
Megan Christie	X	
Elaine Shamel	X	

No action was taken in closed session.

**MOTION:** Motion was made by Alex Krawchick and seconded by Megan Christie to return to open session. Motion passed with a roll call vote as follows. The Board returned to open session at 7:16 p.m.

**VI. PERSONNEL**

**MOTION:** Motion was made by Alex Krawchick and seconded by Elaine Shamel to approve the following hires for Cardinal Charter Academy @ Wendell Falls: Michelle Aleman, Callie Garcia, Susan Gavin, Cordara Harper, Jennifer King, KyLynn Slimmer and LaWanda Wilkerson. The motion passed with a roll call vote as follows.

Board Member	Yes	No
Allen Taylor	X	
Alex Krawchick	X	
Candi Hughes	X	
Megan Christie	X	
Elaine Shamel	X	

**VII. ADJOURNMENT**

**MOTION:** Motion was made by Megan Christie seconded by Alex Krawchick to adjourn the meeting of the Triangle Charter Education Association with a roll call vote as follows. The meeting adjourned at 7:17 p.m.

Board Member	Yes	No
Allen Taylor	X	
Alex Krawchick	X	
Candi Hughes	X	
Megan Christie	X	
Elaine Shamel	X	

**NEXT MEETING:**

Wednesday, August 5, 2020 @ 5:30 p.m.  
Cardinal Charter Academy



Cardinal Charter Academy  
Board of Directors Meeting  
July Meeting Minutes  
July 8, 2020

Megan Christie, Board Secretary

Date