

**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. Charlotte Beck, Regional Special Programs Coordinator, CSUSA
2. Shauna Bell, Governor Board Liaison – CSUSA
3. Leah Dellicarpini, Chief of Strategy – Launched Solutions
4. Rebecca Draper, Principal – Cardinal Charter Academy
5. Keith Geddings, Senior Financial Analyst – CSUSA
6. LaShonda Hester, Principal – Cardinal Charter Academy at Wendell Falls
7. Myrna Laine-Hypolite, VP of Finance – CSUSA
8. Cande Killian-Wood, Deputy Director Operations – CSUSA
9. Renee Michels-Ford, Carolina State Finance Director – CSUSA
10. Maggie Nampon, Deputy Director of Academics – CSUSA
11. Kim Penman, AIG Coordinator – Cardinal Charter Academy
12. Donna Rascoe, Esq., Board Attorney – Cranfill, Sumner and Hartzog
13. Bill Roach, State Director – Carolinas
14. Dr. Corbet Wilson, National Director of Curriculum and Instruction – CSUSA
15. Cande Killian-Woods, Deputy Director of Operations – CSUSA

**I. ADMINISTRATIVE**

**1. CALL TO ORDER**

Pursuant to the public notice, Board President Allen Taylor called the meeting to order at 5:33 p.m. When the meeting was called to order, all Board members were in attendance. Pursuant to G.S. 166A-19.24(b)(7), this meeting was conducted by use of simultaneous communication (conference video and conference phone), and all board members participated via simultaneous communication.

**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 Megan Christie to approve the agenda as amended. Motion passed with a roll call vote as follows.

Amendment:

- Move up Board discussion under new business for the Board

5. APPROVAL OF THE JULY 8, 2020 AND JULY 21, 2020 MEETING MINUTES

**MOTION:** Motion was made by Megan Christie and seconded by Elaine Shamel to approve the minutes of the July 8, 2020 and July 21, 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. BOARD DISCUSSION ITEMS**

A. OLD BUSINESS

- a. Technology task force update  
There was no update provided.

B. NEW BUSINESS

- a. Board policy  
President Allen Taylor communicated that a local pediatrician will join the Board in an advisory capacity during this time to help the Board make decisions. Bylaws were included as a reference to document how to add new members. The Board operations policy was updated to provide for advisory Board members under special circumstances.

**MOTION:** Motion was made by Alex Krawchick and seconded by Megan Christie to approve the change to the Board policy to allow for an advisory Board member. 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	

**MOTION:** Motion was made by Megan Christie and seconded by Alex Krawchick to add Dr. Irene Chao to the Board as an advisory Board member. 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	

### III. MANAGEMENT REPORTS

#### A. NORTH RALIEGH SITE UPDATE

Allen Taylor stated that he spoke with Nick Diamond and discussions are still being held with landowners.

#### B. FIRST 2 WEEK PLAN PROPOSAL

Megan Christie introduced Dr. Irene Chao to the Board.

##### a. Cardinal Charter Academy

Principal Becky Draper discussed the first 2-week plan for Cardinal Charter Academy. Information was provided on the plans to proceed for Open House and meet the teacher event. Safety precautions and health protocols were discussed which included health screening, social distancing in classrooms and parent sign up to limit the amount of people in the building. Additional information was provided around the staggered entry plan.

##### b. Cardinal Charter Academy at Wendell Falls

Principal LaShonda Hester discussed the first 2-week plan for Cardinal Charter Academy. Information was provided on the plans to proceed with Open House and an option in-person staggered entry plan for remote learning in order to set culture within the school. Safety precautions and health protocols were discussed which included health screening and limiting the amount of families in the building. A staggered entry plan was discussed for all students which included sanitization and cleaning procedures.

Additional discussion around CDC guidelines that are followed and ensuring that all guidelines are in place for the protection of all students and staff. The Board asked for additional clarity around how policies will be carried out so that all teachers and families understand expectations when returning to school.

**MOTION:** Motion was made by Megan Christie and seconded by Alex Krawchick to approve the staggered entry and meet the teacher events for Cary and Wendell Falls follow the CDC guidelines, lighting our Way Forward and the with the advice given by Dr. Chao. 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. EC PLAN PROPOSAL FOR PLAN C**

Charlotte Beck discussed the plan for providing supports to EC students. CSUSA will adhere to the Lighting Our Way Forward, CDC guidelines and all social distancing guidelines. There will be an IEP meeting to discuss data and make a decision to bring the student back before the students may return to the building. The Wake County Public School plan was provided concerning EC students. Using all of the guidance from Lighting the Way and NCDHHS, a proposal was provided to determine how to bring EC students back into the classroom. This time would be determined by the IEP team.

**MOTION: Motion was made by Alex Krawchick and seconded by Allen Taylor to approve the plan to serve EC students in the building consistent with decisions from IEP teams adhering to all CDC guidelines and Lighting our Way Forward. 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. HR ITEMS AND PLAN B**

These items will be further discussed at an additional time.

**E. PRINCIPAL REPORT**

a. Cardinal Charter Academy

Principal Becky Draper discussed enrollment for Cary, calling out efforts being made specifically for 4<sup>th</sup> and 8<sup>th</sup> grade. Provided information around additional engagement events.

b. Cardinal Charter Academy at Wendell Falls

Principal LaShonda Hester discussed enrollment for Wendell Falls with all grades at or above projected enrolment for all grades except 5<sup>th</sup>. Additionally, Mrs. Hester spoke of ongoing engaging and marketing events.

F. FINANCIALS

Myrna Laine-Hypolite spoke on the startup expenses for Wendell Falls.

IV. PUBLIC COMMENTS

Vice President Alex Krawchick commented to the public to submit comments to the Facebook live comments.

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 7:28 p.m.

Board Member	Yes	No
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 7:38 p.m.

VI. PERSONNEL

**MOTION:** Motion was made by Megan Christie and seconded by Alex Krawchick to approve the following hires for Cardinal Charter Academy @ Wendell Falls: Jennifer Bitely, Virginia Bloise, Brittany Harrington and Erin Hodge and the following hires for Cardinal Charter Academy @ Cary: Bradley Weber, Jaimonye Farrington, Jenna Hutcheson, Lauren Sander, and Nicole Mettler. All hires have passed a background check. 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 Alex Krawchick seconded by Megan Christie to adjourn the meeting of the Triangle Charter Education Association with a roll call vote as follows. The meeting adjourned at 7:42 p.m.

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

**NEXT MEETING:**

Wednesday, September 2, 2020 @ 5:30 p.m.  
Cardinal Charter Academy

Megan Christie, Board Secretary

Date