



APPROVED 11/17/2016

North Carolina Connections Academy
MINUTES OF THE BOARD OF DIRECTORS MEETING
Thursday, October 27, 2016 at 9:30 a.m.

Held at the following location and via teleconference:
2700 Meridian Parkway, Suite 300
Durham, NC 27713

I. Call to Order

Dr. Setser called the meeting to order at 9:33 a.m. when all participants were present and able to hear each other. The meeting location was open for the public to attend.

II. Roll Call

Board Members Present: Bryan Setser, Donna Sullivan, Kristin Cuilla, Bridget Phifer and Catherine Edmonds (via phone);

Board Members Absent: Eric Strother;

Guests Present: Nathan Currie, School leader; Melissa Nelson, Jay W. Ragley, Karen Duquette, Brenda Little, Hilary Bessette, Heather Woodward and Laura Coleman, Connections staff (all via phone)

III. Public Comment:

There were no public comments at this time.

IV. Routine Business

a. Approval of Agenda

Dr. Setser asked the Board to review the Agenda distributed prior to the meeting. There being no changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the October 27, 2016 Meeting of the Board of Directors of the North Carolina Connections Academy, as presented, is hereby approved.

The motion passed unanimously.

V. Oral Reports

a. Principal's Report

i. State of the School Report

Mr. Currie provided the Board with a state of the school report. He discussed the target enrollment and performance goals by grade level with the Board. Currie reminded Board members that the staff worked closely with Connections Academy staff on establishing this year's school goals, and reiterated that the school goals represent the major driver for the staff incentive plan. Mr. Currie related that the goals are created with the intention of improving school outcomes, the student and family experience, and to foster student achievements school-wide.

b. Financial Report

Ms. Little reviewed the financial report included in the Board Meeting materials. She reviewed the changes in the financials and forecasted expenses from the previous month's statements, enrollment funding, projected fund balance and specific expenses.

i. Financial Dashboard Review

Ms. Little reviewed the Financial Dashboard as included in the Board meeting materials.

ii. Monthly Cash Flow

Ms. Little reviewed the Monthly Cash Flow as included in the Board meeting materials.

iii. Audit Update

Ms. Little provided the Board with an update on the current progress of the annual financial audit and reminded Board members to complete their Conflict of Interest Forms. She advised the Board on the expected timeline for the Board review of the audit.

iv. Budget Update

There was no update at this time.

v. Math/ ELA Staffing Update

There was no update at this time.

VI. Consent Items

Dr. Setser asked the Board members whether there were any items from the Consent Items that they wished to have moved to Action Items for discussion, or tabled. There being no changes, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the September 22, 2016 Board Meeting;
- b. Approval of Staffing Report; and
- c. Approval of Enrollment Opening for the 2017-2018 School Year; are hereby approved.

The motion passed unanimously.

VII. Action Items

- a. Approval of Connections Academy of North Carolina, LLC Invoice for September
- b. Approval of Contract for Data Analysis
- c. Approval of Dreambox Pilot Program
- d. Approval of Contract with Assessment & Accountability Coordinator
- e. Approval of Calculator Purchase

Dr. Setser expressed his support for all Action Items before the Board for consideration. The Board expressed their intent to consider Action Items a, b, c, d and e together. There being no discussion, a motion was made and seconded as follows:

RESOLVED, that the Connections Academy of North Carolina, LLC invoice for the month of September, in the amount of \$923,124.25, as presented, is hereby approved.

FURTHER RESOLVED, that the contract for Data Analysis with Douglas Ready, not to exceed \$5,000, as presented, is hereby approved.

FURTHER RESOLVED, that the Dreambox Pilot Program, not to exceed \$15,000, as presented, is hereby approved.

FURTHER RESOLVED, that the contract with Assessment & Accountability Coordinator, not to exceed \$50,000, as presented, is hereby approved.

FURTHER RESOLVED, that the calculator purchase, not to exceed \$25,000, as presented, is hereby approved.

The motions passed unanimously.

VIII. Information Items

- a. State Relations Update

Ms. Duquette updated the Board on recent legislative activities which may impact the school.

- b. Partner School Leadership Team Update

Ms. Nelson presented to the Board on behalf of Connections' Partner School Leadership Team.

- i. School Operations Metrics

Ms. Nelson reviewed the data included in the Board materials, highlighting the school's performance as compared with other Connections' partnering schools of similar size and years in operation.

c. Agreements for Student Enrollment for 2017-2018 School Year: Parent/Legal Guardian (Caretaker) Acknowledgement, Regulatory Program Description, Caretaker Designee Agreement and Designated Learning Coach Agreement

Ms. Nelson reviewed the student enrollment agreements for the 2017-2018 school year included in the meeting materials. Ms. Nelson explained that minor edits have been made to the agreements for next school year, but highlighted that changes were non-substantive from the current year's agreements.

d. 2016-2017 School Year Items for Board Consideration

Ms. Coleman reviewed the outline of items planned to be presented for Board consideration throughout the current school year. She further advised the Board that the document was fluid, and items may be included, omitted, or considered on a varied timeline based on a number of factors, including state submission and enrollment deadlines, as well as school need for student support.

IX. CLOSED SESSION - N.C. Gen. Stat. §143.318.11(a)(6) – to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee

The Board entered into Closed Session at 9:53 a.m. upon a motion being made, seconded, and confirmed via roll call vote of all Board members present, pursuant to North Carolina General Statute §143.318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee. Board members in attendance to begin the session were: Bryan Setser, Donna Sullivan, Kristin Cuilla, Bridget Phifer and Catherine Edmonds. Guests invited by the Board to attend were: Nathan Currie, Melissa Nelson and Laura Coleman. All others left the meeting at this time.

[Ms. Cuilla left the meeting at 9:58 a.m.]

The Board ended Closed Session and entered into open session at 10:01 a.m. upon a motion being made, seconded, and confirmed via roll call vote. No action was taken during Closed Session.

X. Approval of Action(s) Necessary Based on Executive Session – B. Setser

There was no action necessary at this time.

XI. Adjournment and Confirmation of Next Meeting – Thursday, November 17, 2016 at 9:00 a.m.

Dr. Setser noted that the Board was at the end of its agenda. Dr. Setser advised that he will continue working with Connections on the budget. With no further business to discuss, the meeting was adjourned at 10:03 a.m. The next meeting is scheduled for November 17, 2016 at 9:00 a.m.