



## A Public School of Choice, Inc.

### Board Meeting Minutes

- Regular Session on March 13, 2014  
 Closed Session on  
 Special Session on

**DRAFT**

**APPROVED**

#### In Attendance:

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Richard Peterson/Chair  | <input checked="" type="checkbox"/> Kristi Anspach/Vice Chair              |
| <input checked="" type="checkbox"/> Kim Hill/Secretary      | <input checked="" type="checkbox"/> Denise Duffy/Treasurer                 |
| <input checked="" type="checkbox"/> Brenda Hunt/Teacher Rep | <input checked="" type="checkbox"/> Scott Jewitt/Teacher Rep               |
| <input checked="" type="checkbox"/> Donna Kuhl/Parent Rep   | <input checked="" type="checkbox"/> Vicky Wilson/Community-at-Large Member |
| <input checked="" type="checkbox"/> Ben Balderas/Parent Rep | <input checked="" type="checkbox"/> Jon Corcoran/Administrator             |

**The meeting was called to order by Richard Peterson at 6:38 p.m.**

The mission statement was read and a moment of silence was observed.

#### Public Comments

There were no public comments.

#### Principal's Report

##### • Enrollment Update

Grade	Enrollment	Wait List
K	20	29
1	20	22
2	22	0
3	21	11
4	20	11
5	20	6
6	41	0
7	32	0
8	30	0
<b>Total</b>	<b>226</b>	<b>79</b>

##### • Highlights

- An uneventful and highly successful Tornado Drill conducted on 3/12 AM
- Staff enjoyed a catered lunch and a keynote address from distinguished local educator/former NCTOY & National TOY Finalist Cindi Rigsbee on 3/12 PM. Focus was on the joys of teaching, multiple career pathways for teachers, and the indescribable impact that teachers have on their students' lives.
- Annual Fund Drive has raised \$1680 so far.
- Looking forward to my first Pi Day tomorrow.

- Athletics
  - Karen Bonfield attended a local scheduling meeting on 3/6. We are scheduled for 6 away Cross Country (Fall) meets and 10 Boys/Girls Basketball (Winter) games (5 home/5 away). This is an independent coalition of small-medium private schools in the area-a perfect fit for OCS.
- Calendar
  - No make-up(s) for 3/4 and 3/7 closures-no (good) make-up options remain and we are well above the minimum hours requirement per State of NC.
  - Last day of school is Wednesday, 6/11 (Early Release)
  - A representative/inclusive Schedule Committee consists of 4 staff members and has begun “working out the kinks” in the daily/weekly schedule-anticipated completion date is end of April (well before Summer Break). Some exciting and innovative changes are in the works.
- Personnel
  - TA Mid-Year Reviews are underway now following rubric approval at last meeting.
  - Proposal of Part-Time (50%) AIG Specialist Position for 2014-2015
- STEAM Update
  - A continued emphasis on professional learning consistent with implementation timeline ([http://orangecharterschool.org/wp-content/uploads/2014/01/STEAM\\_IMPLEMENTATION\\_TIMELINE.pdf](http://orangecharterschool.org/wp-content/uploads/2014/01/STEAM_IMPLEMENTATION_TIMELINE.pdf))
    - Technology Training
      - ~ Level 2 SMART Board Training on 3/12
      - ~ Teacher-lead “Tech-ulty” Meeting on Monday, 3/17
        - QR Codes
        - Staff Pinterest Page for resource sharing
        - Teacher websites
        - Facebook guidelines
    - Morgana & Julie will lead PBL Training on 5/14 Early Release
  - Submitted an online application for the NC STEM Learning Network (<https://www.ncstem.org/>)
  - Staff leaders and Principal have narrowed it down to two (supplemental) STEM curriculums for 2014-2015: Project Lead The Way (K-8; <https://www.pltw.org/>) and Engineering is Elementary (K-5 only; <http://www.eie.org/>)-PLTW has a slight edge in my opinion (established brand-name, opportunity for school-wide implementation, and iPad/web-based)
- Miscellaneous
  - We have a parent-sponsored after-school Dance Club now. Membership is growing.
  - Sharing of DRAFT OCS Parent Pulse Survey set for release near end of 3rd Quarter to inform long-term strategic planning-feedback requested within next 2 weeks.
  - Sharing of school logo re-design options-feedback requested prior to next BOD Meeting.

### **Committee Reports**

- Treasurer’s Report: On target.
- Grievance Committee: There was no cause to meet.
- Personnel Committee
  - National Board Certification: Polled other charter schools in the area about compensation for National Board Certification. Overwhelming feedback was the schools would love to compensate teachers with Nation Board Certification, but cannot because of budget constraints. There will be on-going discussion about how to address professional development, in general. Per student funding just does not allow for it. PATH funds are not regular year-to-year to be able to rely on that funding and it is not appropriate to put that kind of pressure on a parent-run committee.

- Policy & Strategic Planning Committee
  - A draft description of the Technology Committee was submitted. Some responses have been received. Finding a time to meet. Will send proposed description to the OCS community for review.
  - An amended description of the PATH Committee was sent recently. Needs to be reviewed and forwarded to the OCS community for review.
- Community Relations and Fundraising
  - Meeting postponed until March 20, 2014.
  - Annual Fund letter was mailed to OCS families.
  - Outcome of the recipient of the Tanger Outlet grant (\$6000) will be know in April.
  - Planning to apply for a Honda grant for iPads and software programs.
  - Looking into Whole Foods program (5% back per day).
  - Working on contacting families who won the lottery to determine if they are unsure if they will accept their position; providing information about what OCS offers to get them interested.
- Educational Program Committee
  - Working on referral process for the AIG program to make sure it is clear.
  - Planning on offering NC Virtual Public School to prospective students for only core courses. Students will need to meet pre-requisites in order to qualify. OCS will pay for the courses.
  - Working on a STEAM chart by grade level, showing the projects on which each grade level is working.
- Parents and Teachers Helping (PATH) Committee
  - March IE Potluck scheduled for March 27, 2014.
  - Cans for Fans: March 24 – 28, 2014. One point per item donated; four points for every dollar donated. Class with the most points wins a party.
  - Teacher Appreciation survey: discussion around types of questions asked and if the questions were appropriate in order to gauge the needs/wants of the teachers specific to Teacher Appreciation Week.
  - Spring Festival: Date changed to April 26, 2014. Donations are still needed. Plans for photo booth, face painting, slides and bounce houses, duck pond, fish bowl toss, bean bag lion toss, ring toss, putt-putt, hula hoop contest, potato sack race. Snow cones, popcorn, drinks, and food trucks are planned. Punch cards will be sold.
- Technology Committee
  - No meeting since last BOD meeting.
  - Emails received from parents offering IT help.
  - Digital Presentation Night was poorly attended. Combine these types of activites with other events, to boost attendance? Offering food is helpful, events where students present their projects have been well-attended in the past.
  - Donation of old computer equipment to KRAMDEN
  - Technology Plan: DPI mandates all schools to submit a two-year plan with goals and proposed ways to meet those goals. Used Mr. Dennis' original plan and made changes to reflect STEAM, recent technology purchases, and hopes of future purchases in technology. Worked with Mr. Corcoran. Can be submitted once all signatures complete.
- Teacher Evaluation Rubric Committee (ad hoc): Can be dissolved.
- Transportation Committee (ad hoc):
  - The survey results were discussed and summarized as follows:
    - There is a stark difference between what OCS pays per child to ride the bus and what families are able and /or willing to pay for service. Most said only 8-10 dollars per week.
    - If morning bus routes were eliminated, only two families gave a definitive “no” regarding their child returning to OCS as a result. Four replied “no” to elimination of afternoon service.
    - 75 members responded to the survey; 15 (families) said they used the bus service.
    - Tracey’s original estimate of bus-rider numbers was confirmed: 11 students in the morning and 26 in the afternoon.

- Nearly every family that responded suggested car-pooling as an alternative.
- Based on the survey results compounded by the need for financial investments in areas such as staff, technology and arts at OCS, the initial recommendations of the transportation committee are the following:
  - ~ Begin announcement of one bus during the 2014-15 school year. Offering group stops (4-5 stops) in the morning and afternoon – Hillsborough only.
    - Possible bus stops: Food Lion (both locations), entrance of Beckett’s Ridge, entrance of Churton Grove and the Hillsborough Library.
    - These stops will need to be established and confirmed in the very near future, however, so that families can have adequate time to make decisions.
  - ~ Identify coordinators for carpooling in specific areas and neighborhoods.
  - ~ Offer volunteer hours for carpool coordinators (Tracey’s awesome idea.)
  - ~ Eliminate bus service starting the 2015-2016 school year.

**Ongoing Board Training:** Planned to cover training originally scheduled for the Feb. 20, 2014 BOD meeting. However, due to time constraints, training was skipped.

### **New Business**

- Discussion of new OCS school logo options.
  - Four designs developed to incorporate STEAM into the logo.
  - Can use one of the logos as developed, or modify them, or create a new one.
  - Want feedback prior to the next BOD meeting.
  - Goal is to implement by the next school year.
- Discussion on proposed changes to the OCS transportation program
  - Need to send a letter to contract company regarding reduction of payment by \$2000.00 for the next five payments in order to capture the \$10,000.00 refundable deposit. Letter will also indicate the desire to reduce the number of buses to one in the 2014 – 2015 school year, with the intent to retain the company for field trips.
- Discussion of a proposal for creation of a part-time AIG teacher position and job description
  - Position would be a part-time, instructional specialist.
  - Position is needed in order to elevate the AIG program at OCS, to make OCS more competitive with other area schools.
  - Job description has been drafted.
- Discussion of a proposal for the creation of a part-time Technology Facilitator position at OCS
  - OCS has grown tremendously in the area of technology.
  - There is a need to have IT support in order to keep current technology up and running.
  - The Technology Facilitator could offer tech classes in the future, as an elective.
  - Part-time Technology Facilitator proposal drafted by Mr. Jewitt, who is interested in filling this role.
  - If the position is approved, there was discussion about positing this position both internally and externally, in order to get the best candidates to choose from.
  - The Personnel Committee and Treasurer need to determine if the proposal is feasible and the best path forward for OCS.

## Old Business

- Discuss and approve the contract for OCS' Auditor (Petway, Mills & Pearson, PA)
  - **Motion:** To approve the contract with Petway, Mills & Pearson, PA.  
Motion: Kristi Anspach  
Second: Ben Balderas  
Vote: Unanimous Approval  
 Passed    Failed
- Update on and review of the draft of the OCS Community "Pulse" Survey
  - Provide feedback to Mr. Corcoran by the next BOD meeting.
  - Mr. Corcoran would like to send the survey by the end of the 3<sup>rd</sup> quarter.
- Dissolution of the ad hoc Teacher Evaluation Rubric Committee
  - **Motion:** To dissolve the Teacher Evaluation Rubric Committee.  
Motion: Kristi Anspach  
Second: Donna Kuhl  
Vote: Unanimous Approval  
 Passed    Failed
- Review and approval of the February 20, 2014 BOD meeting minutes
  - **Motion:** To approve the February 20, 2014 BOD meeting minutes, with revisions.  
Motion: Kristi Anspach  
Second: Vicky Wilson  
Vote: Unanimous Approval  
 Passed    Failed
- Proposal for an OCS After-school Program
  - Proposal will be ready for the next BOD meeting.
  - Blend with After-school programs already in place.
  - Look into space where kids will go after school, so as not to disturb teachers.
  - Proposal will include part-time option (three days a week), as well as emergency drop-off option for one time use.
  - Planning for 6:15 pick-up time.

## Closed Session

**Motion:** To move into closed session to discuss personnel matters which warrant confidentiality pursuant to Article 33C, Section 143-318.11 (a) Section 6 of the North Carolina General Statutes.

Motion: Kristi Anspach

Second: Denise Duffy

Vote: Unanimous Approval

Passed    Failed

At 9:07 p.m., the meeting entered into a closed session. The closed session was ended at 9:42 p.m.

## Adjournment

With no further business before the Board of Directors, the meeting was adjourned at 9:42 p.m.

The next meeting of the Orange Charter School Board of Directors will be held on **Wednesday, April 2, 2014, at 6:30 PM.**