

Faith Academy Charter School Board Agenda

July 2024

Monday, July 15, 2024 7:00pm

Location: Faith Academy Charter School - Upper Campus Media Center

School Mission:

Faith Academy Charter School will prepare a diverse student body for college and career through Project Based Learning, life skills courses, and College and Technical Education pathways. Through this challenging and supportive learning environment, students address real-world problems to become successful citizens and community leaders in a rapidly changing world.

Agenda

1. Meeting called to order & Welcome guests

- Board Photo and Bio Request

2. Recitation of Mission

3. Pledge of Allegiance

4. Consent Agenda

- Approval of July 15, 2024 Agenda
- Approval of June 17, 2024 Meeting Minutes (Open Session) -
 📄 FACS June 17 2024 Board MInutes.pdf
- June 17, 2024 Closed Session Minutes not yet received
- Volunteer Report: 📄 Summer 2024 Volunteering (1).pdf

5. Public Comment - [LINK TO FULL POLICY](#)

Public comment is a time for the community to provide feedback to the Board of Directors. For in-person meetings attendees must sign up at the start of the meeting in order to give public comment. Each community member is limited to 3 minutes of comment, with a total time allotted to public comment of up to 30 minutes. During remote meetings, attendees may add their public comments to the chat feature which will be sent directly to the Board of Directors. Board members will then share the comments with the meeting attendees for up to 10 minutes.

Public comment is also a time for the Board of Directors to listen to the feedback of the community. Board members can not respond to public comments during the meeting. However, the Board recognizes that each stakeholder is a vital part of our community and will take comments into consideration when making decisions, planning, providing feedback to administration, and completing committee work.

BOARD GUIDELINES DURING THE 30 MIN. PUBLIC COMMENT:

*The designated Board Moderator of comments will end a comment at 3 minutes, or recommend to the chair that they move on from public comment after 30 minutes of total comment.

*Board members are to listen and not respond or engage in conversation during the 30 minutes of the comments portion of the Board Meeting. They are only to thank the community for the feedback.

*During the meeting or committee follow up, board members can reference comments made by the community, if appropriate in board discussion about agenda items.

*New agenda items should not be added to the current meeting due to public comment. They should be added to board committee agendas or future board meeting agendas.

New Business

6. Elect Officers

7. Lead Administrator Report:  _FACS Administrator Report -July 15.docx.pdf

8. Financial Report

a. Finance Team Meeting will be on July 26, 2024

9. Committee Reports

a. Facilities Committee- Upper Campus Repair Report

 Upper Campus Repair Report 7.11.24.pdf

b. Sports Committee

c. Finance Committee - Update on USDA

d. Capital Campaign Committee

e. Personnel Committee

- Committee Member Elections

10. Water Station- ESSER Funding

Old Business

11. Handbook Review and Approval

Closed Session

Personnel, Contract Negotiations, Student Record Information -

Pursuant to NC GS 143.318.11

a. Personnel

12. Final Board items - If needed, Action in open session on any Closed Session topics.

Adjournment

Faith Academy Charter School Board Minutes

June 2024

Monday, June 17, 2024

Location: Upper School Library

School Mission:

Faith Academy Charter School will prepare a diverse student body for college and career through Project Based Learning, life skills courses, and College and Technical Education pathways. Through this challenging and supportive learning environment, students address real-world problems to become successful citizens and community leaders in a rapidly changing world.

Board Members Present: George Wilhelm, Chairman, Gene Miller, Vice-Chairman, Liz Morrow, Treasurer, Tim Williams, Secretary, Janna Griggs, Nick Lefko

Board Members Absent: Chris Sease

Charter Success Partners: Cory Draughon, CEO

New Board Members Present: Somer Stanley, Mark Brinkley, Sheri Halpin, Robert Lesley and John Hudson.

Minutes

1. Meeting called to order at 7:06 pm by Chairman George Wilhelm

Introduction of New Board Members

Chairman Wilhelm welcomed everyone to the meeting, including guests and our new FACS Board members. He thanked the new board members for their willingness to serve FACS. He asked each current board member to introduce themselves and for each new member to also introduce themselves. He led the new members through our regular procedures and explained our meeting times and places.

Thanks & Acknowledgements to the outgoing Board Members

Chairman Wilhelm acknowledged Chris Sease, Janna Griggs and Tim Williams. These three board members terms are expiring at the end of June 2024. Chairman Wilhelm and Alison Moore, Lead Administrator, thanked the three board members for their service to FACS and presented them with a plaque and a beautiful bouquet of flowers commemorating their service. Williams and Griggs offer their appreciation and thanks for the privilege of serving. Chris Sease was away at Judges Conference.

2. Recitation of Mission by Liz Morrow

3. Pledge of Allegiance led by Tim Williams

- Approval of June 17, 2024 Agenda
- Approval of May 20, 2024 Minutes (Open Session)-
FACS Board Minutes 5.20.2024.pdf ,
(Closed Session) - Closed Session Minutes in Drive Folder
- Volunteer Report - May 2024 volunteer Report.pdf
Motion to Approve the Consent Agenda with the addition of discussion of FACS procedures during the Faith 4th regarding allowing our property to be used for parking and if we need to provide security: Gene Miller
Seconded: Liz Morrow
Discussion: None
Motion Status: Approved Unanimously

Public comment is a time for the community to provide feedback to the Board of Directors. For in-person meetings attendees must sign up at the start of the meeting in order to give public comment. Each community member is limited to 3 minutes of comment, with a total time allotted to public comment of up to 30 minutes. During remote meetings, attendees may add their public comments to the chat feature which will be sent directly to the Board of Directors. Board members will then share the comments with the meeting attendees for up to 10 minutes.

Public comment is also a time for the Board of Directors to listen to the feedback of the community. Board members can not respond to public comments during the meeting. However, the Board recognizes that each stakeholder is a vital part of our community and will take comments into consideration when making decisions, planning, providing feedback to administration, and completing committee work.

BOARD GUIDELINES DURING THE 30 MIN. PUBLIC COMMENT:

- *The designated Board Moderator of comments will end a comment at 3 minutes, or recommend to the chair that they move on from public comment after 30 minutes of total comment.
- *Board members are to listen and not respond or engage in conversation during the 30 minutes of the comments portion of the Board Meeting. They are only to thank the community for the feedback.
- *During the meeting or committee follow up, board members can reference comments made by the community, if appropriate in board discussion about agenda items.
- *New agenda items should not be added to the current meeting due to public comment. They should be added to board committee agendas or future board meeting agendas.

Reports

6. Lead Administrator Report

a. Admin Report

FACS Administrator Report -June 24.docx

- Alison Moore reviewed the administrative report for she and Chad Mitchell. She reported that PTO, Volunteer Coordinator, Sheena Dietz was working with Gloria Wilhelm and Nick Lefko to organize volunteers for the 4th celebration.
- Boosters will enter a float in the 4th parade, have a booth in the park sell, T-shirts and conduct a 50/50 at the bandstand during the band performances.

- There was discussion around allowing our parking lot to be used for the 4th of July Celebration and any needed security.
- By consensus it was decided that Alison Moore will seek help for a water table at the school to provide a service and a presence on the property. It was suggested that a donation bucket be placed on the table for contributions. The car rider line will be blocked off for NO parking.
- The 23-24 audit with Rebekah Barr is scheduled for June 24th at 1 pm with Tara Beaver
- Volunteers Report was presented. Alison thanked Gloria Wilhelm for her continuous volunteer work.
- Library upfit is complete. Welcomed Janna Freeze for her hard work to get the library ready for the upcoming school year.
- Elementary Summer Reading program- 2nd and 3rd graders for 21 students. Middle and High School summer program begins June 3 to the 20th.
- Administrative team will be attending the Office of Charter Schools Summer training in Raleigh, June 18 -19.
- Annual NCA of Charter Schools Conference will be held July 21-23 in Charlotte. Alison, Alexandra and George and Amy will attend.
- June 29 and 30 Working in food booths at 4th, July 26, Kindergarten camp, July 30, New Patriot Night, August 5-6 Capturing Kids Hearts training.

b. Handbooks will be provided at board meeting; broad overview of draft process; Board Members will review over the course of June/July and approve at July board meeting. ***(Cory Draughon reported that the handbooks were being worked on and would be ready before the end of June 2024).***

7. Financial Report

a. Month Financial Report: 03. Board Report 2024.05 - FACS.pdf

Cory Draughon reported on the May Budget Analysis for FACS. He reported that both Revenues and Expenses are trending positive and we still expect a budget surplus of over \$300,000.00.

b. Updated copy of approved FACS Parent/Teacher Org Policy -
2.001 FACS Parent_Teacher Organizations Policy 05-16-24.pdf

8. Committee Reports

a. Facilities Committee

I. Report on repair progress

Tim Williams reported that Sammy Steed had begun working on the Upper School Main Building. Currently, he is working on guttering, stopping leaking behind gutters and beginning the process of putting a new roof on the auditorium and over the north and middle stair walkways. George Wilhelm will work with Sammy regarding the purchase of plumbing supplies needed so that we can get the sales tax refund due FACS.

II. Update on USDA Status (report given under Finance Committee Report)

b. Sports Committee

Nick Lefko reported. He presented the updated "Facilities Use Application".

Motion to approve the Facilities Use Application for FACS: Nick Lefko

Seconded: Gene Miller

Discussion: None

Motion Status: Approved Unanimously

I. Update on Summer Athletic Activities

Nick Lefko reported that the Boosters Club will be meeting on June 24th at 6 pm. He informed the Board that the repairs on the grandstand will require a permit from Rowan County. He also reported that he and Mr. Torrence have been working on a New Score Board and suggested that we need to name our fields. He thanked Mr. Torrence for his continued hard work on our sports program. This summer there will be camps/clinics for Football, Baseball, Basketball, Volleyball, and Cheer.

c. Finance Committee

Liz Morrow reported. She explained the process that we are going through with acquiring a USDA loan for the new construction payment to the new board members. She stated that currently the new and old school were actually owned by School House Development. We will have the opportunity to purchase the property, which is a process and can happen as early as November. She explained that the USDA is by far the best option for a loan. We are currently waiting on hearing from our waiver application that has been submitted to USDA. Liz told the board that she had recently met with TRUIST about Bond Financing. They would require net 1 year funds set aside. Which is a negative for us. Gene Miller has contacted Ramsey Burgin Smith for help with required reports from USDA. They have agreed to help with the process. We should know soon regarding the waiver, possibly at the end of August.

d. Capital Campaign Committee

Tim Williams reported. He reported that the Patriots Unite, Yearend Challenge has netted \$22,203.37 (PayPal Receipts \$6,916.86 and Checks and Cash, \$15,286.51). He thanked the Administrative Team, and all teachers and staff, Addy, Melinda, Liz and John for their help with this campaign challenge. Special thanks to Alison Moore for allowing herself to be slimed by FACS Students. Also, thanks to everyone that helped to fund Kona Ice for the students.

Liz Morrow and Tara Beaver are helping to get a total for our Capital Campaign. The total is approaching \$500,000.00.

e. Personnel Committee (Closed Session)

9. Facility rental agreement (Nick) (Handled during Sports Committee Report)

10. If needed, Closed Session - Personnel, Contract Negotiations, Student Record Information - Pursuant to NC GS 143.318.11

a. Personnel

Motion to go to Closed Session at 8:31 pm: Janna Griggs

Seconded: Nick Lefko

Discussion: None

Motion Status: Approved Unanimously

11. Final Board items - If needed, Action in open session on any Closed Session topics.

Open Session resumed at 8:42 pm

Motion to approve the candidates Alison Moore, Lead Administrator, recommended for employment with FACS for the coming school year: Nick Lefko

Seconded: Janna Griggs

Discussion: None

Motion Status: Approved Unanimously

Adjournment

Motion to Adjourn at 8:42pm: Janna Griggs

Seconded: Liz Morrow

Discussion: None

Motion Status: Approved Unanimously

Respectfully submitted,

Tim Williams, Secretary

Summer 2024 Volunteering:

15 from the Latter Day Saints Crew moved the furniture back into the Media Center. They also moved heavy furniture back into classrooms for the teachers that changed classrooms. (15 x 3 = 45 hours)

Booster Club had volunteers working the 50/50 nightly raffle at the Band/Stage area of the Faith 4th Activities. They put a float in the parade also. (Howard kept these hours)

PTO volunteers manned the Food and Drink Stand 2 evenings during the Faith 4th week. (30 x 4 = 120 hours)

A crew from the Latter Day Saints, Faith Baptist, and school volunteers will paint and touch up the Upper School on July 10th. (12 x 2 = 24 hours Latter Day Saints) (6 community volunteers x 3 = 18 hours)

As furniture comes in volunteers are waiting to move off the truck.

Coaches have volunteered to manage sports camps and clinics. (Howard kept these hours)

Total summer volunteer hours for FACS = 207 Hours plus any hours Howard turn in from Booster Club and clinics/camps

Submitted by Gloria Wilhelm
Volunteer/ Outreach Coordinator

FACS Administrator Report

Director: Alison Moore & Chad Mitchell

Email: amoore@faithacademync.org, cmitchell@faithacademync.org

Date Range for Report: 6/18-7/15

Administrators Month in Review:

1. Staff and Admin worked the Food Booths at the Faith 4th Celebration on June 29 and June 30. PTO/Boosters ran the 50/50 raffle each night. Diane Morton, Anna and Perry Bradshaw and Alison and Aaron Moore passed out waters to visitors that parked in the FACS parking lot for the 4th. Howard Torrence and the Boosters rode a float in the parade. Boosters sold Faith t-shirts at the festival.
2. Middle School and High School summer school is under way. Students will continue until July 30.
3. With the final candidate for hire at this meeting, FACS is fully staffed and has a good slate of substitutes for the coming year.
4. Summer Planning meetings have been held. School Improvement Team and Grade level team meetings have been organized to build a school-wide focus and common commitment to our vision and mission through instructional practices.
5. Alexandra was on vacation from July 3-July 15. Chad will be on vacation July 17 through July 24
6. Admin team met with Sara Boileau on July 8 to redesign the website to make it more user-friendly. Sara and the marketing team at CSP will be working on the changes to be completed by the end of July.
7. Gloria Wilhelm organized a group of volunteers to paint the hallways of the HS. Furniture has been delivered and custodial team is working on putting all together.
8. Alison met with custodial team and John Cofer, facilities manager on July 8 to discuss distribution of duties. New custodian, Justin Henderson started on 7/8/24. Plan will be shared with Michelle Etheridge on her return on 8/1/24.
9. New CSP employee, Alyssa Eufer, started on July 8 with training at CSP.

Upcoming School/Community Events:

Date	Event	Board Member Support/Attendance Needed
7/21-7/23	Summer Conference of NCAPCS	Individuals attending: George Wilhelm, Somer Stanley, Robert Leslie, Alison Moore, Alexandra Shadroui, Amy Wise
7/26	K Camp	Two Sessions 9-11 and 12:30-2:30. Board members are welcome to attend to be introduced to parents and to answer questions.
7/30	New Patriot Night	Board Members are invited to attend and meet new students and families
8/5-8/6	Capturing Kids Hearts Training for Staff @Faith Baptist	Board members may join us for all or part of the training. Lunch will be provided by Faith Baptist on Aug. 5
8/8	Open House 4:30-7:00 pm	Board Members are welcome to greet families at doors as they arrive, visit classrooms, be a part of the festivities
8/9	7:30-12:30	Opening Staff Meeting with CSP-Breakfast for staff, Board members are invited to join us, meet staff, enjoy breakfast

Personnel:

Type	Number of Employees	Changes/Updates
Administration	6	
Office	2	
Teachers (Full Time)		
Teachers (Part Time)		
Maintenance/Transportation	5	

Finance:

Noteworthy Expenses (Upcoming payment, renewal, recommendations for continuation or termination)	Proposed Exp or Already Approved Exp?	Contract or Pay as you Go?
Library Furniture		

K-8 building furniture		
HS Furniture		

School Mission/Vision, Curriculum, Culture, and Climate:
***Related to our specific Charter**

Student Achievement:

Student Achievement: <ul style="list-style-type: none">•

FACS Upper School
Repairs Report

Sammy Steed has completed the following repairs to the Upper School:

- Roofing and flashing completed over the Auditorium, Stairwells and basement entrance
- Roofing on flattop, cafeteria, and band/drama building repaired
- Guttering repaired or new installed where needed
- Decking at Cafeteria dock repaired
- Brick Lattis repaired
- Ramp at Office Main Entrance has been replaced
- Replacement of Ceiling Tiles were needed
- Repair of plaster wall on stage area in the auditorium. Replaced with green board and painted black
- Rotten wood at entrance to cafeteria has been replaced and painted
- Lighting down the hallway changed to LED (EXTRA)

Extra Items – Requested Estimate

- Small section of guttering needed at basement entrance
- Replacement of rotten wood around cafeteria
- Replacement of lights in office area to LED

Currently working on installing new commodes and sinks

Custodians and John are cleaning each room and working on putting desks, chairs and furniture Together. Gloria has procured several volunteers to help put desks together.

Thanks to John and Chad and volunteers that have unloaded school furniture several times. One truck arrived on July 3rd. Not a good time!