

Faith Academy Charter School Board Meeting
Virtual Meeting December 30, 2020
7:00 pm

Board Members Present: George Willhelm, Chairman, Gene Miller, Vice Chairman, Liz Morrow, Treasurer, Tim Williams, Secretary, Chris Sease, Janna Griggs

Board Members Absent: Howard Torrence

Non-Board Members Present: Cory Draughon, Sarah Hensley

Recitation of 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.”*

Approval of Minutes (December 21, 2020)

Motion to Approve: Gene Miller

Seconded: Liz Morrow

Approved: Unanimously

Public Comment: None

Closed Session: Purpose of Closed Session Discussion Item #3: 143-318.11. Closed session.

- a) Permitted Purposes- It is a policy of this State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required:
 1. (5) To establish, or to instruct the public body’s staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease: or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.

a. Faith Academy Charter School Facility Discussion

Motion to go into Closed Session (7:06pm): Janna Griggs

Seconded: Liz Morrow

Approved: Unanimously

Motion to Adjourn Closed Session: Chris Sease

Seconded: Janna Griggs

Approved: Unanimously

Open Session Continued at 7:48 pm

Chairman Wilhelm announced decisions made in Closed Session:

- 1) Letter to RSS drafted from FACS Board concerning the Purchase of Faith School Property
- 2) Letter of Intent to Purchase the Faith School Property was corrected to include a new purchase offer for the property.

The Board congratulated Head Administrator, Sarah Hensley for being chosen as one of the Top 10 to Watch in 2021 for the Salisbury Post. Chairman Wilhelm informed the Board that the State Board will make its final decision to grant Faith Academy Charter on January 6th and the RSS Board planning session will be Wednesday January 11th. RSS Board will have the letter and the new letter of intent at that meeting (mailed to each board member on Tuesday January 5th)

Motion to adjourn at 7: 55pm: Chris Sease

Seconded: Gene Miller

Approved: Unanimously

November 16, 2020

Faith Academy Charter School Board Meeting

Virtual on Zoom and Face to Face at the new office on Main Street, Faith NC

6:45pm

Board Members Present via Zoom: Liz Morrow, Treasurer, Howard Torrence

Physically at Main Street Office: George Wilhelm, Chairman, Gene Miller, Vice Chairman, Tim Williams, Secretary, Jenna Griggs and Chris Sease

Non-Board Members Present: Sarah Hensley, Head Administrator, Jen Adler, CSP, Cory Draughon, CSP, Sara Boileau, CSP, Justin Smith, CSP

Call to Order: 6:52pm Chairman Wilhelm

Approval of Minutes: October 12, 2020 meeting

Motion to Approve: Gene Miller

Seconded: Chris Sease

Approved: Unanimously

Public Comment: None

School Administrator Report: Sarah Hensley spoke of progress made with developing school policy. Jen, Justin and Sarah met previously to discuss.

CSP Marketing Presentation: Sara Boileau led the Board through a presentation concerning what CSP would be doing for Faith Academy Charter School during our RTO process.

- Media blitz January 5 through February 28th
- Lottery begins Saturday March 13th and runs through March 20th
- November- Social Media
- December-Event 1 – Information Event, Yard Signs
- January- Event 2 – Application process begins, videos live on Facebook
- February- Event 3 – Reminder letter, Newsletter, countdown to application deadline
- March- Lottery begins

CSP Marketing will provide:

Video Package- 3 videos total

- Overview of application process
- Uniqueness of Faith Academy
- Highlight Sarah Hensley, Head Administrator
- Promo Video

Graphic Design Package

- English and Spanish
- Informational Brochure Design
- 2 flyers/handouts
- 2 large signs
- 1 banner sign

Social Media Package

- Weekly posts
- Weekly reminders
- Daily countdown beginning 7 days out from lottery beginning

Event Package

- Videos in December, January, February and March
- 3 community events for recruitment
- 3 community events for outside areas

Branded Item Package

- All items pertaining to FACS are branded with our approved logo
- How can the Board/Advisory help? Be available to answer questions (Board asked for talking points). Help to distribute materials (2500 flyers, 50 yard-signs, 1000 brochures, 2 large signs). Help with social media engagement posts, application reminders, attend events, provide additional posts/shares.

Justin Smith led discussion of School Centered Policy for FACS

Sarah Hensley asked if the website could be update. Some information there in needs to be addressed. She suggested that we all need to be “on the same page” when answering questions about our school. She suggested having talking points. Chairman Wilhelm suggested that board members will need to take turns being in the office for several hours per day to answer questions. Also, we should refer questions to the website and remind every to register.

Items to follow concerning School policy needed to be approved by the Board for upcoming RTO December 1st deadline.

School Calendar: Discussion around mirroring RSS, local LEA’s calendar. It was noted that at this time it is difficult to set the calendar in stone due to COVID. Board members discussed early release day and the required number of instruction hours needed for the school year. FACS will be based on a seven-hour day. Justin assured the Board that the calendar could be revised closed the opening day and after we see RSS’s calendar.

Motion to approve School Calendar as presented: Chris Sease

Seconded: Janna Griggs

Approved: Unanimously

Justin Smith led discussion concerning Employee Agreements:

Contracts for Professional Services (instructional, Support and Part-time)

Motion to approve Employee Agreement Contracts: Chris Sease

Seconded: Liz Morrow

Approved: Unanimously

The FACS Board discussed the following policies and are made a part of these minutes:

School Safety Policy
Report Card Policy
School Calendar and School Day Policy
Grading Policy
Student Promotion and Retention Policy
Criminal Background Check Policy
Admissions and Enrollment Policy
Records Retention Policy
Family and School Communication Policy
Student Records Policy
Campus Visitors Policy
Grievance Policy for Employees
Grievance Policy for Parents/Students
Employee Agreement Policy
10 Day 20 Day Policy

Justin Smith led discussion concerning FACS Board of Director's Evaluation Tool Form. Standards 1-5

Each area was discussed:

Standard 1: Vision Leadership
Standard 2: Governance and Policy
Standard 3: Community Relations
Standard 4: Fiscal Management
Standard 5: Ethical Leadership

Motion to Approve All Standards as presented: Janna

Seconded: Chris Sease

Approved: Unanimously

Principal Evaluation Process:

It was noted that the Lead Administrator would fill this roll during the first year.

Motion to Approve the Principal/Head Administrator Evaluation Process: Chris Sease

Seconded by: Gene Miller

Approved: Unanimously

Jennifer Adler led discussion concerning Board Policies. She noted that the order is by DPI advice

The Board discussed the following policies:

Conflict of Interest and Nepotism Policy

There was discussion around the terms of office for the opening Board
The Policy will be changed to reflect a three-year term for all subsequent
Board members rotating off in staggered terms.

Board Committees Policy
Board Members Residency Policy
Board Meeting Calendar Policy
Budget Approval Policy
Third-Party Contracts Policy
Access to Funding Policy
Financial Audit Policy
Purchasing Policy
Federal Funds/Grants Policy

Motion to approve the about policies with corrections: Liz Morrow

Seconded by: Janna Griggs

Approved: Unanimously

Operation of School Discussion

Employee Grievances
Employee Grievances Contacts
Hiring Process
Background Checks
Employee Pay and Background Checks
Criminal History
Staff Evaluations
Evaluation Systems
10/20-day Attendance Rule (mostly applies to High School)
Grading Scale
Report Cards
Family/School Communication Policy
Parental Permission
School Calendar
Inclement Weather
Student Records
Visitor to School
Parent/Student Grievances

Motion to Approve all of these Policies: Howard Torrence

Seconded by: Chris Sease

Approved: Unanimously

CLOSED SESSION – NCGS 143-238.11

Motion to Close Meeting and Open Closed Session to Discuss Property: Chris Sease

Seconded by: Gene Miller

Approved: Unanimously

Meeting resumed at 8:25pm

Announced that a Letter of Intent to purchase Faith Elementary School from Rowan Salisbury School has been drawn. Chairman Wilhelm and Vice-Chairman Miller will meet with Dr. Lynn Moody and Mr. Anthony Vann, Facilities.

Next Board Meeting - December 21st at 6:45pm

Motion to Adjourn: Chris Sease

Seconded by: Janna Griggs

Approved: Unanimously

Faith Academy Charter School Board Meeting

October 5, 2020

6:45 pm Virtual

Members Present: George Wilhelm, Chairman, Gene Miller, Vice Chairman, Liz Morrow, Treasurer, Tim Williams, Secretary, Howard Torrence, Janna Griggs

Members Absent: Chris Sease

Note: Sarah Hensley, Head Administrator was absent due to a family emergency

Non-Members Present: Cory Draughon, Jen Adler, Justin Smith

Meeting Called to Order at 6:50 pm by Chairman Wilhelm

Recitation of Mission Statement: Chairman Wilhelm

Minutes of October 29, 2020

Motion to Approve: Janna Griggs

Seconded by: Howard Torrence

Approved Unanimously

Jen Adler led discussion concerning the revision of our Mission Statement

After much discussion the Board decided upon the following revision

“Faith Academy Charter School will prepare a diverse student body for college and career through Project Based Learning, life skills courses, and CTE 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.”

Motion to Approve Mission Statement revision: Janna Griggs

Seconded by: Howard Torrence

Approved Unanimously

Discussion pertaining to our meeting with the NC Charter School Advisory Board on October 13, 2020

The meeting will begin at 1:15pm. We should be online at least 15 minutes before the meeting begins. We do not need to announce ourselves. We will be asked to unmute our mics when they are ready to begin.

The meeting will go as follows:

5 mins OCS introduces applicants

10 mins Applicant Board Opening Statements to CSAB

25 mins Full CSAB discussion of application/presentation of questions

10 mins Applicant Board Closing Statement

10 mins Full CSAB deliberation and vote

Following discussion, the Board decided to use 1-minute introduction from each Board member.

The minute will include “who you are”, “what you do”, and one compelling reason for Acceleration.

- 1) **Student Enrollment**
- 2) **Closing of School**
- 3) **Land**
- 4)

We will have 10 minutes for our opening statement. There are 8 of us, 7 board members and Sarah. George will wrap up for 2 minutes

Assignments Include:

Facility and Land: Gene Miller

Closing of School: Janna Griggs and Tim Williams

Enrollment: Sarah Hensley and Liz Morrow

Diversity: Howard Torrence

Administration and Governance: Chris Sease

Wrap up: George Wilhelm

Everyone should have their one-minute introduction sent to Jen Adler by 2 pm on Wednesday October 7th. She will compile the intros and send them to each Board member for critiquing.

The Board will meet on October 7, 2020 at 5:00 pm to practice our one-minute introductions and gather feedback/suggestions from other Board members

The Board will also meet on Monday, October 12, 2020 at 4:00 pm to prepare for the CSAB Interview.

Tim Williams let the Board members know that Dr. Larry Cartner, Professor at Catawba College and former Superintendent of Pitt County School has offered his experience and knowledge of Charter Schools to Faith Academy on a volunteer basis.

Motion to Adjourn: Janna Griggs

Seconded by: Gene Miller

Approved Unanimously

Respectively submitted,

Tim Williams, Secretary

September 29, 2020

Faith Academy Charter School Board Meeting

Virtual Meeting 6:45pm

Opening of Meeting: Call to Order 7:05 George Wilhelm

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

Board Members Absent: Chris Sease and Howard Torrence

Non-Members Present: Cory Draughon

Chairman Wilhelm spoke about his phone conversation with Joe Mommone:

1

Thoroughly compelling reasons for acceleration.

Survey's - need numbers to show interest.

Information – date of hearing, projected closing date.

Only one charter school in county.

2

Loosing land if not accelerated. Show why this is only suitable for our school. Show why there is no other place with water, sewer, proper zoning..... Explain without this land our hope for a Faith community school would die, no other land zoned, no other land big enough that is affordable, water sewer would be a problem. May take years to ever have a school that would be in our community.

3

Compelling need for community numbers for acceleration. 18 k in school system Can we fill it up and how we know. Number on interest list. Make it clear on charter that we will start as k7 and add grade each year. Sort of hidden in application, this was not understood, they thought we were going to start as k12.

We have to thoroughly convince the doubters. Use numbers 18k, #on waiting list or interest list.

NEED in our community!!!!!!!!!!

Another choice for diversity in our county more choice

Have Gene speak on Facilities Also busing for non local students and transportation to enable more diversity in our school. Expert

Have Sarah speak on numbers past and present, and curriculum, and WHY parents want children to come to our school. Expert

We must also be prepared to answer question on our population. We must show efforts that we intend to attract a diverse population and how we intend to accomplish. Buses, community campaigns.....!!!!!!! . We don't want to open door for lengthy discussion. Just precise plans. (how many changed choice in school) (and diversity in schools prior and now) why would there be an interest in our school.

In addition, George added that we have our financial backing and a contractor in place

We need to email everyone one Faith's church rolls

Sarah Joined the meeting at 7:30pm (previous meeting already planned)

What is our percentage of minorities at Faith School? ____%

At this time during the meeting the Board paused to listen to the Rowan Salisbury Schools Board of Education discuss plans to close Faith School and Enochville School via Tim's cell phone.

Public hearings were set for closure of Faith and Enochville:

Faith will be October 19, 2020 at 6pm via Zoom

Enochville well be October 20, 2020 at 6pm via Zoom

It was noted that there are 500 less elementary school children this year for RSS

Motion to Close both Schools by Susan Cox

Seconded by Josh Wagner

Motion carried unanimously

The Board will accept comments from the public for the moment of motion to 48 hours following the public hearings

Tim Williams will contact Erin Cannon Kelly about getting Enochville parents involved

George reminded everyone about our meeting: Planning Year Session One -All Day Wed 8:30-4:00pm

Motion to Adjourn: Tim Williams

Seconded by: Liz Morrow

Unanimously Approved

Respectively Submitted,

Tim Williams, Secretary

Faith Academy Charter School Board

Faith Academy Charter School Board Meeting

August 31, 2020

Zoom Meeting 6:45pm

Board Members Present: George Wilhelm, Chairman, Gene Miller, Vice Chairman, Liz Morrow, Treasurer, Tim Williams, Secretary, Janna Griggs, Chris Sease

Board Members Absent: Howard Torrence

Non-Members Present: Cory Draughon, Jennifer Adler and Justin Smith

Call to Order: George Wilhelm, Chairman 6:55pm

Recitation of Faith Academy Mission Statement: *Faith Academy is a challenging and supportive learning environment where students address real-world problems to become successful citizens and community leaders in a rapidly changing world.*

Jennifer asked if there were questions or comments about the sample interview that Board members has listened to. Board members learned a great deal from the sample interview.

Liz asked about our contract with Charter Success Partners. Cory explained that their role would be one of support, licensing, student information systems, marketing, professional development and finance. Cory said that the service agreement was listed on Google Docs and lead the Board through the process of finding the document. (drive.google.com > shared drives > folder 05. Board – Faith Academy > might need to refresh browser > CSP Contract and Exhibits, Contractual Language > Exhibit A > detailed service areas.

Advice for the Board

Justin: Listen to the sample meetings, know the area of Faith Academy, know the purpose of FA
Be able to talk about Project Based Learning, know the data, have a working knowledge of the school and the main core programs of the charter.

The Board wants to know that FA Board can handle a multi-million-dollar contract- that

The Faith Board can handle the task

Know foundational pieces of the Charter

Convey Confidence in our objectives, continually speak about Community

Jen asked the Board to respond to sample questions:

George began with the Mission of the School

Cory Mentioned Falls Lake Academy would be our mentors. Mention about the need for Community, that we have seen kids learning by doing, working together to learn For each other.

Be able to speak about facility readiness 21-22

Construction Financing- two firms being contacted-Performance and American Charter Developers- Construction Company Hubrich Construction, Steve Hubrich owner- Site Letter of Intent (zoning has been completed). Site preparation to begin in late

September. Modularity would be in place by the beginning of the school year
Our LEA is Rowan Salisbury Schools. RSS has 18,000 students. There are 2500 students
In home school.

Our next meeting will be more question practice. Jennifer will send out Top Points of Emphasis,
Interview instructions, common questions and cheat sheet for board members preparation.

Next meeting will be Thursday September 3rd at 6:45 pm

Motion to Adjourn: Gene Miller

Seconded by: Janna Griggs

Approved: Unanimously

Meeting Adjourned at 8:02 pm

Faith Academy Charter School Board Meeting
Minutes of Zoom Meeting
August 24, 2020 6:45pm

Members Present: George Wilhelm, Chairman, Gene Miller, Vice Chairman, Chris Seace, Howard Torrence, Janna Griggs, Tim Williams, Secretary

Members Absent: Liz Morrow

Non-Members Present: Cory Draughon, Jennifer Alder, Sarah Hensley

Call to Order: George Wilhelm, Chairman 7:00pm

Chairman Wilhelm discussed having spoken with Andy Frick, owner of the parcel of land on Gardner Street that could serve as an easement to the property that we currently have a letter of intent form Darren Brown. It would connect Faith School and Faith Academy should be acquire Faith School at a later date. Mr. Frick also has timber rights to the trees on the Brown property. Chairman Wilhelm informed the Board that Mr. Frick would only do selective harvesting of the trees on the property. He also discussed the possibility of a donation towards the new school.

It was noted with we have not yet applied for a 501C3. Cory Draughon informed the Board that CSP would apply for a 501C3 once the charter is approved. Mr. Frick may want to make a donation at such time.

Cory informed the Board that he had been in contact with Steve Hubrich of Hubrich Construction. He would be taking care of facility needs like zoning, DOT, transportation, traffic impact analysis. We would need some funds soon to get these things started. Cory is looking at two firms, ACD-American Charter Developers and Performance Finances. We will need funds approaching \$50,000.00.

Concerning our interview, Cory informed the Board that the NC Charter School Advisory Board would recommend one of three things after our interview- 1) Recommend, 2) Recommend a second interview with the State Board or 3) Not recommend

Cory told the Board that there was a possibility that we could use another school's modular units. He will check on this for us. Site preparation will begin sometime in September and modular units could be moved in then.

There was a question of CSP's track record with getting charters approved. CSP have had 7 of 8 schools approved with the first interview.

George had questions about the appropriate time to provide a sign announcing Faith Academy to our community. The sign could be placed on our proposed property. Also, when is the appropriate time to

announce our Head Administrator, Sarah Hensley and when should we approach churches, civic groups and fire departments. Cory advised that we should wait until after the interview on September 14th.

Cory discussed the format of questioning by the NC Advisor Board. Jen will send all Board members several recorded sessions of previous interviews.

George has questions about retired teachers working for Faith Academy and what their pay would be. There are interested retirees. Cory advised that it would depend on experience and they would at least be paid at the state level.

Janna suggested that we might work on a brochure for Faith Academy and that she would be willing to work on graphics with Sarah's input.

Sarah gave the Board her contact numbers and address:

Meeting Adjourned at 7:49pm

Respectively Submitted:

Tim Williams, Secretary