
Faith Academy Charter School Board Book

August 2021

Monday, August 16, 2021

Link to Virtual Meeting:

<https://us02web.zoom.us/j/87006878294?pwd=RnRvQ2lpRi9oSmVaeDN1UkZZRUICZz09>

Passcode: 964025

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

Open Session

1. **Recitation of Mission**
2. **Approval of August 16 Agenda**
3. **Approval of August 9 Minutes**
August 9 Minutes
4. **Public Comment**
5. **Lead Administrator Report**
[Dr. Hensley's August Report](#)
6. **CSP Operations Report**
[CSP Operations August Report](#)
7. **Financial Report**
[August Financial Report](#)
8. **Committee Reports**
 - a. Facility Committee
 - b. Sports Committee

- c. Finance Committee
- d. Capital Campaign Committee

9. Covid-19 Protocol Discussion

- a. Mask Policy - Requires Board Action
- b. [Draft of Staff Vaccination Policy](#) - Requires Board Discussion

Closed Session: Purpose of Closed Session Discussion Item #3: 143-318.11. Closed sessions.(a) Permitted Purposes. - It is the 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:

(6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee...Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting.

a. Personnel

Adjournment



Faith Academy Charter School

Budget Analysis Report

Fiscal Year: 2022 | 7/01/2021 - 7/31/2021

Account	Budget	Period Activity	YTD Activity	Remaining Budget	% Used	EOY Projection
Revenues						
Rev- State Revenue	3,181,509.00	59,390.38	59,390.38	3,122,118.62		3,181,509.00
Rev- Local Revenue	1,158,488.84	2,000.00	2,000.00	1,156,488.84		1,158,488.84
Rev- Federal Revenue	25,347.52	0.00	0.00	25,347.52		25,347.52
Rev- Athletic Revenue	3,000.00	0.00	0.00	3,000.00		3,000.00
Rev- Student Activities	15,000.00	0.00	0.00	15,000.00		15,000.00
Revenues	4,383,345.36	61,390.38	61,390.38	4,321,954.98		4,383,345.36

Account	Budget	Period Activity	YTD Activity	Remaining Budget	% Used	EOY Projection
Expenses						
Salaries and Bonuses	1,994,100.00	27,095.99	27,095.99	1,967,004.01	1.36	1,994,100.00
Benefits	615,535.70	2,177.13	2,177.13	613,358.57	0.35	615,535.70
Books and Supplies	100,500.00	(2,400.00)	(2,400.00)	102,900.00	-2.39	100,500.00
Technology	87,000.00	0.00	0.00	87,000.00	0.00	87,000.00
Contracted Student Services	160,000.00	0.00	0.00	160,000.00	0.00	160,000.00
Staff Development	23,500.00	0.00	0.00	23,500.00	0.00	23,500.00
Administrative Services	462,098.82	34,678.99	34,678.99	427,419.83	7.50	462,098.82
Insurances	25,394.00	965.00	965.00	24,429.00	3.80	25,394.00
Rents and Debt Service	338,406.50	975.00	975.00	337,431.50	0.29	338,406.50
Facilities	82,000.00	372.80	372.80	81,627.20	0.45	82,000.00
Utilities	79,500.00	2,122.40	2,122.40	77,377.60	2.67	79,500.00
School Activities	40,000.00	0.00	0.00	40,000.00	0.00	40,000.00
Capital Purchases	15,000.00	0.00	0.00	15,000.00	0.00	15,000.00
Expenses	4,023,035.02	65,987.31	65,987.31	3,957,047.71	1.64	4,023,035.02
SURPLUS/(DEFICIT)	360,310.34	(4,596.93)	(4,596.93)			360,310.34



Board of Directors Support

Board Members

Board Member	Position	Term Beginning	Term Ending
George Wilhelm	Board Chair	7/1/2021	6/30/26
Gene Miller	Vice Chair	7/1/2021	June 30, 2025
Tim Williams	Secretary	7/1/2021	6/30/24
Liz Morrow	Treasurer	7/1/2021	June 30, 2024
Janna Griggs	Board Member	7/1/2021	
Chris Sease	Board Member	7/1/2021	
Howard Torrence	Board Member	7/1/2021	6/30/24

Board of Director Recruitment

Date of Next Opening	Board Vacancy (Name/Title)	Search Start Date	# of Applicants	Interview Dates
June 30, 2024	Treasurer / Board Member	February 2024		

Board of Director Training

Training	Scheduled	Completed	Attendees
New Board Member Training		X	Full Board
CSAB Interview Preparation		X	Full Board
Charter Finance Training		X	
NC Charter Agreement Duties and Obligations		X	
Board Policies Review - Board Functions Required by Policy			
Board Mechanics - Authority, Rules of Order, Committee Work	September 2021		

Board of Directors' Meetings and Other

Board Meeting Dates	Time	% Attendance	Minutes Posted	Board Book Complete
August 9, 2021	7:00 PM	86%	Pending Approval	Yes
August 16, 2021	6:45 AM			

Board Policies for Review in this Meeting

Policy	Link	Status
Covid Staff Vaccination		Draft

Board of Directors' Policies

LINK TO BOARD POLICIES
<https://drive.google.com/drive/folders/1FU5AiLKztEptwkpVv01H7wf>

Student Information Services

SchoolMint	Total Submitted	Accepted	Waitlisted	Goals for 2021-22
Grade Level				
K	184	86	40	80
1st	110	66	8	60
2nd	129	62	17	60
3rd	120	67	19	60

4th	124	69	29	60				
5th	107	64	17	60				
6th	110	67	0	80				
7th	66	43	4	40				
TOTAL	950	524	134	500				
Lottery Information		Date	Location					
Lottery		March 13th @12:00pm	FACS Office/Virtual					
PowerSchool								
Grade Level	Average Daily Attendance	Average Daily Membership	Admissions	Withdrawals	ADM Goal			
Principal Monthly Report	Date Due	Date Approved	Date Submitted					
Technology								
End User Support								
Type of Device	# of Active Student Devices	# of Active Staff Devices	Help Tickets Resolved					
	0	0	0					
Network/Infrastructure								
Type of Infrastructure	Number or Percentage	Status						
Up-Time	n/a							
Security Threats	n/a							
Connectivity Speed	n/a							
Access Points	n/a							
Upload Speed	n/a							
Download Speed	n/a							
E-Rate		Evan working with Sarah H to ensure services are scheduled						
Computer Systems and Programs								
Type of Systems and Programs	# of Students	# of Staff	Status					
Microsoft 365 Licenses	n/a							
Google Accounts	n/a							
Canvas Accounts	n/a							
IXL Accounts	n/a							
Reading Program	n/a							
Math Program	n/a							
Adobe Accounts	n/a							
Operations								
Grants								
Grant Name & PRC	Status	Total Funds	Total Expensed	Purpose				
NC ACCESS GRANT	State Approved; Revised budget submitted; compliance documents due 8/31	\$600,000		Increase number of seats offered to Educationally Disadvantaged Students				
Testing								
Required Test	Administration Date	Staff Training Date	Performance Goal	Actual Performance				
Transportation								
Bus Route	Students Served	Fuel Cost	Miles					
CSP mapping pickup points	101 students registered	N/A	N/A					
4 buses purchased	3 Routes created							
Car Line Software								
	Drop Off Time	Total Dismissal Time						
Will import student data in July								

Train staff in August									
Before and After Care									
	# of Students	Per Student Fee	Provider						
Before Care									
After Care									
Athletic Program Management									
Sport	# of Participating Athletes	Avg Team GPA	Avg Team Attendance	Wins	Loses				
	Season Begin Date	Season End Date							
Facilities									
	Vendor	Monthly Rate	Projects/Needs	Contract Beginning	Contract Ending	Satisfaction Level			
Custodial									
Landscaping									
Plumbing									
Electrical									
HVAC									
Utilities - Electricity									
Utilities - Water/Sewer									
Utilities - Phone									
Utilities - Internet									
Building	SchoolDev/Hubrich								
Marketing									
Social Media Platforms	Followers/Subscribers	Likes							
Facebook	1,354	1,286							
Posts across all social media platforms	Date	Viewership	Interactions (clicks, shares, comments)						
Before and After Care	7/23	2531	38						
Book Donations	7/25	4112	107						
Supply Lists	7/29	1643	102						
No Uniform Policy Post	7/29	1934	47						
Hiring Post	7/30	4417	68						
Open House	8/1	3504	113						
News Article	8/4	804	117						
Social Media Advertisements	Date	Viewership	Interactions (clicks, shares, comments)	Geographical Reach					
Offline Advertisements	Date	Location	Subject						
Events	Date	Attendance	Purpose						
Newsletter	Date	Subject	Subscribed	Unsubscribed	Open Rate				
Staff Support									
Lead Admin Observation									
Date of Observation	Evaluator	Lead Admin	Instructional Leadership	Strategic Leadership	HR Leadership	Cultural Leader	Managerial Leader	External Development	Micro-Political Leader
Licensure									
	Teachers Licensed	Applying for Licensure	No License						
Teachers	24	4	1						
Human Resources Information Systems									
Provider	Benefit Type	# of Employees participating							
United Healthcare	Health								

DRAFT

FACS Covid-19 Employee Vaccination Policy

Purpose: The purpose of this policy is to describe how and why vaccination records of FACS staff will be kept on file and the procedures for the treatment of vaccinated and unvaccinated employees, including quarantine.

At Faith Academy Charter School (FACS/School), in person, on campus teaching is essential to our mission and the students and families we serve. As a school, we believe in the efficacy of COVID vaccines and encourage all faculty and staff to be vaccinated in order to best serve and protect our students and families.

Receiving a COVID vaccine is a confidential medical decision involving many factors. ALL members of the School community will respect the privacy of others and refrain from questions or discussions about vaccines. Casual conversations on this topic, inquiries as to whether or not someone has been vaccinated, etc. are strongly discouraged.

In keeping with best practices and current recommendations from NCDHHS, the CDC, and our COVID Task Force, the School policies, procedures and mitigation strategies will remain in place until further notice for all members of the School community, regardless of their vaccination status. However, the School reserves the right to change, modify or eliminate such procedures or mitigation measures at any time. This means that the School may treat vaccinated and unvaccinated employees differently:

Employees who have received the COVID vaccination will provide the Managing Director with a copy of their vaccination record. All vaccine records will be kept confidential and will not be disclosed except to those with a need to know. The vaccine record should only include a copy of the vaccine information and no other personal or medical information. The purpose of this record is to assist the School in its decision-making should there be potential exposure or outbreaks on campus or in our community.

Based on current guidance, vaccinated employees will not be required to quarantine after exposure.

Non-vaccinated employees that are exposed to COVID will be required to follow the most current CDC, NCDHHS and COVID Task Force guidance and policies. This means that unvaccinated faculty and staff may need to quarantine if exposure to COVID occurs as defined by the CDC and NCDHHS.

Those staff and faculty required to quarantine will not be permitted to telecommute and will be required to use any available paid time off. Once paid time off is exhausted, any days missed will be unpaid. Should an employee be subject to repeated quarantines, it may result in disciplinary action up to and including termination of employment at the School.

Board Approved: