

WOODS CHARTER SCHOOL  
SCHOOL BOARD MINUTES  
September 15, 2011

Signature: \_\_\_\_\_

VOTING MEMBERS PRESENT: Ms. Nachman, Ms. Perschy, Mr. Galin, Ms. Deegan, Ms. Leinbach, Mr. Carter

NON VOTING MEMBERS PRESENT: Mr. Rentz, Ms. Green

Meeting was called to order at 7:00 pm in The Glade.

- I. The Pledge of Allegiance
- II. Public Comment (Written public comments may be added to the Public Comment Notebook.)

	<b>Comments:</b> A parent inquired concerning the proper procedure that should be followed if a parent had a complaint or issue with a teacher that they felt was not handled to their satisfaction. Ms. Nachman replied that the proper chain of command was to go to the teacher first, then the division director and next the principal. After that the personnel committee will look into the next step. The role of the board would be to look over how administration handled the issue not to deal directly with the issue.
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III. Consent Agenda

<b>Principal's Report</b> Mr. Rentz (Report is available online.)	<b>Additional Discussion:</b> Mr. Rentz added that at some point we may have to revisit whether we can always allow teachers' children automatically into Woods even if the class goes over the limit. A comment was added that if we did have to stop that practice we should allow them to be at the top of the list like siblings.
<b>Minutes for 8/25/2011.</b> (Approved minutes are posted online.)	<b>Additional Discussion:</b> No changes.
<b>Contracts</b> Mr. Rentz	<b>Additional Discussion:</b> (No contracts)
<b>Action Taken:</b> Ms. Perschy motioned to approve. Mr. Carter seconded and all approved unanimously.	

IV. Reports

<b>Student Update</b> No update	<b>Additional Discussion:</b>
<b>Faculty Update</b> Ms. Green	<b>Additional Discussion:</b> Ms. Green brought thanks from the faculty to the board and principal for offering signing bonuses and attempts at raises as many other teachers in NC have not been getting raises. Mr. Durham and Ms. Koslowski noted that they raised \$1500 last year with Square One art which supplemented the money that the PTSA made available to them. The English department instructors went on a retreat to the NC mountains and

	<p>mapped curriculum with great results. The 4<sup>th</sup> grade will go on a field trip to the Haw River next week. The 4<sup>th</sup> graders are collaborating with the high school creative writing class to create fictional stories. Eighth graders went to Jordan Lake this week and had an amazing experience; this was time well spent. Mr. Bryan updated that the high school is off to a smooth start. The senior retreat is slated for October 13<sup>th</sup> and 14<sup>th</sup>. Advisory instructors are coming up with a statement of purpose for advisories. Overhead projectors that were added to the rooms last year have been a great asset. Mr. Galin added that he wanted to thank the teachers who came out and supported WoodsRock III. Ms. Sutton stated that the PTSA has made funds available for team building.</p>
<p><b>Treasurer's Report</b> Ms. Deegan</p>	<p><b>Additional Discussion:</b> Last month we wrapped the last school year. This month we reviewed numbers for July and August financials. State allotment numbers were better than expected. Additional funds were placed in salaries and bonuses. Current financials show that we will end the year with \$75,000 surplus. It was added that the additional money was placed in salaries and bonuses but currently a plan has not been formulated for specific disbursement of these funds.</p>
<p><b>Personnel Committee Report</b> Ms. Nachman for Ms. Hall</p>	<p><b>Additional Discussion:</b> They have goals to be presented for approval during the business section. They plan to modify the head of school survey and implement the division directors reviews. Meeting date is the second Wednesday of every month. Full minutes will be submitted once the board has approved the goals.</p>
<p><b>Facilities &amp; Grounds</b></p>	<p><b>Additional Discussion:</b></p>
<p><b>Chair's update</b> Ms. Nachman</p>	<p><b>Additional Discussion:</b> The board is still working to get all three new committees up and running with goals to be approved and meeting dates. We will have finalized organization of all three new committees by the next meeting.</p>

V. Business

<p><b>A. Finance Committee goals/action items</b> Ms. Deegan</p>	<p><b>Additional Discussion:</b> Ms. Deegan presented the finance committee goals (can be found on-line). They will have monthly meetings and are finalizing one additional member of the committee. Action items for the year include annual budget for 2012-2013, review of idle funds, continuation of bond projects, and completing the 403(b) project.</p>
<p><b>Action Taken:</b> Ms. Perschy motioned to approve the finance committee goals, Mr. Galin seconded and all approved.</p>	
<p><b>B. Personnel Committee goals/action items</b></p>	<p><b>Additional Discussion:</b> Ms. Nachman stated that the mission description has stayed the same. There is one open slot on the committee to be filled. The two primary goals are to refine the head of school evaluation process, separating out parent and faculty surveys. Plan is to implement the</p>

	evaluation process in November in order to have it completed by February. This will allow the principal's contract to be completed in time to begin offering contracts to faculty. New policy for approval by the board concerning division director reviews will be completed by the end of the year. The board suggests that the personnel committee come back with procedures concerning the situations discussed during public comment.
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**Action Taken:** Ms. Perschy motioned that goals be approved with the addition of determining procedure for parents to bring issues concerning teachers to the board after they have been through the normal chain of command. Mr. Galin seconded and all approved.

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**Action Taken:**

VI. Closed Session

<b>a. Personnel</b>	
<b>b. Contracts</b>	

VII. Adjournment (Open) Session

	<b>Additional Discussion:</b>
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**Action Taken:** 8:06 PM, M.s Perschy made the motion to adjourn, Mr. Carter seconded and all approved.

Meeting adjourned.