

WOODS CHARTER SCHOOL  
SCHOOL BOARD MINUTES  
Thursday, August 26, 2010

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

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

NON VOTING MEMBERS PRESENT: Mr. Rentz, Mr. Trocki

Meeting was called to order at 7:02 pm in The Glade.

I. The Pledge of Allegiance

II. Public Comment

	<p><b>Comments:</b> Ms. Monica Ball had a question about a section of the Woods Charter School by-laws. She asked about compensation for school board members and whether members can be compensated for work done for the school. She mentioned that the policy may not be worded well and that it is not clear cut.</p> <p>Ms. Nachman mentioned that the board may need to revisit the policy about someone who is contracted to do work for the school. There may also be conflicts of interest for a parent who is a staff member being elected a board member.</p> <p>Ms. Nachman suggested that the board may need to revisit and revise that entire section of the Woods by-laws.</p>
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III. Business (special)

<p>a. Election of Board Member to Replace Mike Smith ( through 6/30/2011)</p>	<p><b>Additional comments:</b> Mike Smith has resigned from the Woods School board because his son is no longer attending the school. Mr. Rentz clarified that new board member would serve until the next school board election. Board members voted on the two available candidates.</p> <p>Vote taken among school board members .</p> <p>Mr. Ben Carter was elected as the new board member of the Woods Charter School board.</p>
<p><b>Action Taken:</b> Motion to move agenda item about elected member to the top of the agenda. Motion by Deegan, seconded by Leinbach. Passed unanimously.</p>	

IV. Consent Agenda

<p><b>Principal's Report</b> Presented by: H. Rentz Written Report provided</p>	<p><b>Additional Discussion:</b> The Woods school board retreat and the Volunteer Day were a success</p> <p>Woods was host to ten different camps this summer.</p> <p>Woods started the school year almost fully staffed.</p> <p>Ms. Kayla Gardner will no longer serve as the afternoon receptionist.</p> <p>Woods folks are filling in while a front afternoon receptionist is found.</p>
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	<p>The school faculty went to the Triangle Training Center for some team building. People went out of their comfort zone to try some things new. The faculty will be ready to go by student orientation days.</p> <p>Mr. Rentz challenged the faculty to come up with a theme. This year's theme is "Respect".</p> <p>At the first gathering as a faculty, Mr. Rentz went over the new harassment policy.</p> <p>DPI reminded us of the requirement to include a comprehensive report of the personnel from this past year in our minutes. Summary of Personnel from August 2009 – August 2010 is attached.</p>
<p><b>Contracts</b> Presented by: H. Rentz</p>	<p><b>Additional Discussion:</b> RBC Resolution and Agreement. Ms. Nachman, Mr. Rentz and Ms. Deegan have signature authority for the school. Mr. Galin needs to sign the document for the RBC Resolution and Agreement.</p> <p>School Connectivity Memorandum. Woods has an opportunity to get internet the same way other LEAs do. There are no additional costs. Woods will probably save \$6,000 - \$8,000 this year. This is even after paying off Woods ISP early termination fee.</p> <p>Ms. Nachman asked if Internet contract expires June 2011, will Woods be able to renew at that time. Mr. Rentz feels that we will be able to do that. This is the system that serves all of North Carolina's public schools.</p> <p>Grant writing contract will be signed with Patrick Donahue. The grant writing contact is already part of the budget.</p>
<p><b>Action Taken:</b> Motion to approve consent agenda made by Ms. Hall. Seconded by Ms. Leinbach. Passed unanimously.</p>	

V. Reports

<p><b>Student Update</b></p>	<p><b>Additional Discussion:</b> No Student Update. Student representative not yet elected.</p>
<p><b>Faculty Update</b></p>	<p><b>Additional Discussion:</b> New teacher teaching 4<sup>th</sup> grade.</p> <p>Scheduling change for 3<sup>rd</sup> and 4<sup>th</sup> grades. They will now have recess before lunch.</p> <p>The Teaching Assistant schedule has been modified to cover particular needs of elementary school teachers.</p> <p>Back to School night in September for students and parents.</p> <p>4<sup>th</sup> graders are going to Haw River Fest.</p> <p>5<sup>th</sup> graders are all new to middle school with some new 6<sup>th</sup> graders.</p> <p>Woods is offering more electives than we ever had in high school.</p> <p>There is a senior retreat being planned for October. This helps with leadership.</p> <p>A student representative will hopefully be picked by next month.</p>
<p><b>Treasurer's Report</b> Presented by: Janna</p>	<p><b>Additional Discussion:</b> Ms. Deegan reported that Woods came in under</p>

Deegan	<p>budget for the last year. There was a net surplus of \$458,315 for fiscal year 2009-10</p> <p>Ms. Deegan wants to set up a system so that the board can better understand the ratios and spending. Oversight policies and controls will be used by Ms. Deegan as guidelines. A finance committee will be started and volunteers will be sought to join the committee.</p> <p>Ms. Leinbach asked about the nutrition and food line item. Ms. Deegan said that is probably the milk program.</p> <p>What used to be given out was the raw data from the accountant. Ms. Nachman mentioned that Ms. Deegan is simplifying the data into a snapshot report.</p> <p>Ms. Carmen Laethem asked if Ms. Deegan could add an approved budget column to the report. This would be a static column of what was approved.</p> <p>Ms. Hall asked about the first column changing. Do the individual items change? Yes, the individual budget line items can change. A static approved budget column would allow people to see how items change over the school year. The treasurer has agreed to add an approved budget column to the financial report.</p> <p>The quarterly statement of net assets will be presented (as available) by the Treasurer.</p> <p>Mr. Rentz added the auditor's letter to the back of the financial report. This is the third audit with this auditor. Ms. Deegan feels that the current auditor has done a better job than the previous auditor.</p> <p>Mr. Daw asked if the notes payable did not change from year to year. Mr. Rentz mentioned that is true for the first two years.</p>
<b>WCS Foundation Report</b> Presented by: Carmen Laethem	<b>Additional Discussion:</b> No Foundation report.
<b>Facilities &amp; Grounds</b>	<b>Additional Discussion:</b> Mr. Malone has noted that several slopes need to be fixed
<b>Chair's update</b> Presented by: Deedee Nachman	<b>Additional Discussion:</b> There was a retreat with the board with Executive Service's corporation for three hours. The facilitators provided board with a list of things the board should attack. <p>They conducted an anonymous survey of the board which showed which items the board members felt needed to be tackled.</p> <p>Board development – better orienting of new members, better evaluation policies for head of school.</p> <p>The facilitators walked the board through general board obligations. Talked about difference between a managing board and a governing board. Woods is transitioning to a governing board from a managing board.</p> <p>There need to be some standing committees of the board.</p> <p>Possible committees identified during the retreat included a personal committee, finance committee and several others.</p> <p>The school board is going to focus on personnel, and finance, ad hoc foundation relations committee and a standing strategic planning</p>

	<p>committee. The board will discuss personnel committee later in the meeting as a model for the other committees.</p> <p>Year round school. Several requests have been made about considering a year round school calendars. Will bring to the next meeting guidelines on how that will be approached.</p> <p>Ms. Nachman said we need to look at what is involved with migrating to a year-round school. Ms. Leinbach asked if there will be a discussion about having a discussion.</p> <p>Ms. Scholle said there was enough interest out in the community to warrant discussion.</p> <p>Ms. Hall asked about what do you survey and how do you survey before this begins.</p> <p>Ms. Nachman said it is not a small conversation and that part of it is an educational process.</p> <p>Ms. Hall added whether the board will take this issue upon itself. Ms. Scholle noted that the point about the critical mass is important.</p> <p>Discussion about year-round school will be on a future agenda.</p> <p>Ms. Leinbach mentioned that we are moving to a governing board.</p> <p>Ms. Nachman noted that WoodsRock is this weekend.</p> <p>Mr. Rentz reported that we are holding steady on the tolling agreement. He is making progress with Chatham County.</p>
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VI. Business

<b>B. Minutes for July 22, 2010</b>	<b>Additional Discussion:</b> No additional discussion
Discussion and vote	
<b>Action Taken:</b> Ms. Leinbach made the motion to adopt the minutes. Seconded by Ms. Perschy. Minutes approved.	
<b>C. Formation of Standing Committee: Personnel</b>	<b>Additional Discussion:</b> First goal of the new personnel committee is to evaluate the head of school.
	Ms. Nachman mentioned that carrying out the policies is an administrative responsibility. Developing policies is the board's responsibility.
	Mr. Galin asked about who could be members of the personnel committee.
	Ms. Nachman told Mr. Rentz that he is ex-officio on all of the committees.
	Mr. Rentz would be part of the general committee, but not the personnel committee when it applies to him.
	Mr. Rentz mentioned that we need to have an employee policy manual.
	Ms. Nachman mentioned that there is no comprehensive employee policy.
	UScharter.org web site has a list of duties of many of the committees and their members.
	Ms. Nachman said we will begin and advance the committee process in parts.

VII. Closed Session

<b>Action Taken:</b> Motion to move into closed session made by Ms. Perschy. Seconded by Ms. Hall. Motion passed unanimously.	
<b>a. Personnel</b>	No action.
<b>b. Contracts</b>	No action.
<b>Action Taken:</b> Motion to move into open session made by Ms Leinbach Seconded by Ms. Perschy. Motion passed unanimously.	

Meeting adjourned.