

Wayne Preparatory Academy
Board of Directors Meeting
May 16, 2023, at 5:30 p.m.

I. OPENING

A. Welcome and Call to Order

– Mrs. Amanda Wells

- Present representing the Board were Scott Mackey, Charles Gaylor, and Chair Amanda Wells. Board Attorney Glenn Barfield was also present.
- Present representing staff and administration was Skye Karr, Tina Hinson, Laura Sullivan, Christine Smith, Natalie Barber, and John Twitty.

B. Notification of Conflicts of Interest

- Board members are reminded that it is our duty to avoid conflicts of interest and the appearance of conflicts of interest as we handle the work of the Board. Does any member of the Board know of any conflict of interest or any appearance of conflict with respect to any matters coming before us at this meeting? If so, please state them for the record. If during the course of the meeting you become aware of an actual or apparent conflict of interest, please bring the matter to the attention of the Chair. It will then be your duty to abstain from participating in discussion on the matter and from voting on the matter.
 - Notice read by Scott Mackey.
 - No conflicts were noted.

C. Motion to approve the Agenda as Business Order of the Day

- Motion by Scott Mackey. Second by Charles Gaylor. There was no debate nor alterations brought forward. The motion passed unanimously.

D. *Approval of Minutes (If applicable)*

- Minutes for the meetings of March 21, 2023, and April 18, 2023, OPEN Sessions were presented for consideration.
- There were no modifications presented to the March 21 minutes.
- The April 18 minutes were modified to specifically reference the actual policy names.
- A motion to approve the minutes as modified was made by Scott Mackey and seconded by Charles Gaylor. There was no debate brought forward. The motion passed unanimously.

II. NEW BUSINESS

A. Website

- a. Chair Wells lead a conversation about Board website deficiencies.
 - i. Board Agendas should be posted.
 - ii. Board Minutes should be posted.
 - iii. Board Roster should be updated.
 - iv. Board Group Picture should be included.
 - v. Board Bios should be added.
 - vi. Community Relations links need fixing.

- b. All Board members agreed, and John Twitty was instructed to effectuate this request as quickly as possible. There was no motion to be heard from this discussion.

III. ACADEMICS

A. 2023-2024 Enrollment Update

- a. Chair Wells directed a conversation about budgeted Average Daily Membership (ADM), and possible scenarios for next year.
- b. Administration led a discussion about open house event options.
- c. Board directed administration to work the applicant leads list and request participation in this recruitment from other employees throughout the organization.
- d. Mr. Twitty discussed doing tours and town hall style discussions for new invitees.
- e. There was no motion to be heard from this discussion.

B. Academic/School Updates

- a. iReady Scores from 22-23 were presented with the assistance of the Academic Leadership Team. In addition to a great feeling of relief and appreciation of the work generating these results, a robust discussion about how to use the data for marketing ensued.
- b. Links to the iReady data for public dissemination would be useful in recruitment.
- c. Behavioral challenges in the 3rd and 5th grades were noted and discussed.
- d. *There was no motion to be heard from this discussion.*

C. Academic Plan Update

- a. The academic plan was presented. The Board inquired about the positions marked as "open" and how the administration planned to assist the staff with implementing this plan. The administration is working to fill all open positions once budget approval is in place.
 - i. The group meets weekly.
 - ii. There is a need to establish policies and power for this committee, so they know their charge and their responsibilities.
 - iii. There was no motion to be heard from this discussion.
- b. Updates of our in-house monitoring programs to satisfy the requirements of the NC Office of Federal Programs were provided to the Board.
 - i. *Findings include a need to send communications out in multiple languages, and information on a parent's right to know the qualifications of instructors.*
 - ii. Noted was a suggestion that Board meetings be recorded. This was not a requirement, but it was a suggestion.
 - iii. School has 30 days to respond.
 - iv. There was no motion to be heard from this discussion.

IV. FINANCE

A. Account Updates

- Mr. Twitty presented the financial statements for review by the Board. Any questions about specific accounts were resolved, no issues of concern were noted. Natalie discussed that there will be funds "expiring" and will have an update on those accounts at our Strategic Planning Retreat.

- B. Closing & Upcoming Fiscal Year
 - Natalie will have a draft budget and personnel report for Board review at the Strategy Planning Retreat. The formal budget will be presented at the June 20, 2023, meeting of the Board for final approval before June 30, 2023.

- V. OLD BUSINESS
 - A. No old business was presented for deliberation by the Board.

- VI. OPERATIONS
 - A. Personnel (Closed)

- VII. CLOSED SESSION (If applicable)
 - Motion to go into Closed Session to discuss matters that are privileged and confidential under state or federal law, to discuss matters that are protected under attorney-client privilege, and to discuss personnel matters.
 - Made by Scott Mackey. Second by Charles Gaylor. There was no debate on the motion. The motion passed unanimously.

- VIII. Any motions to be heard resulting from Closed Session
 - A. Motion to approve up to \$5,000 to hire an immigration attorney to assist with the hiring of teachers as discussed in Closed Session was made by Charles Gaylor and seconded by Scott Mackey. There was no debate on the motion. The motion passed unanimously.

- IX. ADJOURNMENT
 - A. The Board will reconvene for a Strategic Planning Session on June 9th at 4:00pm and continue that session on June 10th at 9:00am.
 - B. The Board will reconvene for its next regularly scheduled meeting on June 20th at 5:30pm.
 - C. A motion to adjourn was made by Scott Mackey and seconded by Charles Gaylor. There was no debate on the motion. The motion passed unanimously.