Wayne Preparatory Academy Board of Directors Meeting September 17, 2024, at 5:30 p.m.

# OPENING

* 1. Welcome and Call to Order – Mr. Scott Mackey at 5:33 pm.
		+ Present representing the board was Donna Scott, Cady Stanton, Scott Mackey, Amanda Wells, and Attorney Glenn Barfield.
		+ Present representing staff and administration was Natalie Barber, Rebecca Whittle, Tina Hinson, Chelsea Cashion, Todd Hardin, Brad Shackelford, Cynthia Dukes, Christy Kline, Nancy Truhan, Sheena Fletcher, Barb Weber, Jessica Jones, Oliva Meeder, and David Moore.
		+ Present representing parents was Skye Karr and Tiffany Brinson.
	2. 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 was read by Donna Scott.
* No conflicts were noted.
	1. Motion to approve the Agenda as Business Order of the Day
		+ Motion to approve business order of the day was made by Amanda Wells at 5:35pm and seconded by Cady Stanton. There were no debate or alterations were brought forward. The motion passed unanimously.
	2. Approval of Minutes (August O&C)
		+ Motion to approve July, July Strategic planning, and August open and closed minutes pending HR review of name spelling was made by Donna Scott at 6:36pm and seconded by Cady Stanton. The motion passed unanimously.

# NEW BUSINESS

* 1. Parent Bill of Rights
		+ This is a requirement from DPI, due September 15th. Plan has already been submitted.
		+ This must be posted on the school website, but it will be updated to include active links to all policies, websites, and statutes referenced.
		+ The board noted some formatting and informational updates are needed.
			- School Attorney and Board will review and provide suggestions/updates as needed.
		+ The board reminded administration that policies and documents should be sent prior to meetings so they can be properly reviewed beforehand.
	2. Mental Health Improvement Plan
		+ This is a requirement from DPI, due September 15th. This requirement has been in place since 2021.
		+ Administration (Hinson, Dukes, Fletcher, Jones, & Cashion) worked on creating this document for both students and staff.
		+ More data will be needed for next year, but for this year’s report most of the information was compiled from Wayne County Government data, and information compiled through MTSS.
			- One required PD on suicide & trafficking prevention will be taking place tomorrow, Wednesday September 18th.
	3. Fundraisers/activities approval(s)
		+ Community Yard Sale- **Approved.**
			- October 12th
			- Senior class will have a table selling baked goods.
		+ Bake to Basics Fundraiser- **Approved.**
			- Funds for both senior class activities and the general fund.
			- Natalie will check WPA insurance coverage.
			- This fundraiser will be held on an ongoing basis depending on how well it does.
		+ Graduation practice & Ceremony- **Approved.**
			- Practice Thursday 5/29/25 8a-12p.
			- Ceremony Friday 5/30/25 6-8p
			- Cost is $700
		+ Elementary Winter Dance- **Approved.**
			- December 13th in the middle school gym
			- K-3rd will have a winter themed sock hop immediately following carline, 3:30- 5pm.
			- 4th-5th will have a dance from 5:30- 7:30pm
			- Tickets will be sold on a pre-sale basis, $8.00 for entry, pizza, and drink. Additional concessions will also be available for purchase.
			- Staff will serve as chaperones.
			- Cost for deputy will be $140.
		+ Special Olympics events- **Approved.**
			- Self-contained middle and high school EC class, 6 scholars and 2 staff to bowling alley.
			- October 9th for qualifying event
			- November 14th for event
		+ Daily Living Skills field trip- **Approved.**
			- Self-contained middle and high school EC class, 6 scholars and 2 staff to Ihop and Aldi October 23rd 10a-1:30pm
			- WPA will pay for gas for transportation in the van, scholars will pay for food.
			- Activities directly relate to daily living and community experience IEP goals.
		+ Ecosystems field trip- **Approved.**
			- Self-contained middle and high school EC class, 6 scholars and 2 staff to Odom Farms.
			- Students will take a short hike and see ecosystems they have been learning about.
			- November 20th, cost is $12 per scholar.
		+ The Newsies play field trip-**Approved pending final cost.**
			- 6th grade ELA/Social Studies to see play at the Paramount.
			- November 7th at 9:30am
			- Cost is $10/scholar, max cost of $20 each due to transportation.
				* Working on securing low-cost transportation or a sponsor to cover cost. With 76 scholars, 2 busses will be required.
		+ Autum Nights Fundraiser (High school)-**Approved pending further research on public domain movie.**
			- SGA to host fundraiser on November 1st from 6-9pm at the high school.
			- A fun night for scholars to socialize and have fun. Games will be played, possibly a movie (only one that will not require a license to be purchased), and concessions will be sold.
	4. Closed session item per Dr. Hinson

# ACADEMICS

* 1. Enrollment Update
		+ Moved to closed session.
	2. Principals Update/Academic Update
		+ Elementary School:
			- Mrs. Cashion is working on starting Beta Club for 4th and 5th grade. Invitations will be sent to parents of scholars who are invited to join. Dates are only tentative right now since data is still being pulled on grades, behavior, and disciplinary actions.
			- Cost is approximately $600 to cover induction ceremony (frames, candles, Beta creed, pillars, and sign), initial start fee, t-shirts, and food. Sponsorship requests will be sent out to local businesses to cover this cost.
			- Class Dojo is mandatory for K-5, this is how behavior points are assigned. Currently at 86% for positive behavior
		+ Middle School:
			- NC Check-ins are coming up on 9/24, 10/1, and 10/9.
			- Scholars will be picking their clubs on Friday 9/20. Clubs will be starting on Wednesday 9/25.
			- Mrs. Fletcher mentioned how the environment feels different in a positive way in the middle school- both attendance and behavior.
				* The school photographer even mentioned how much more smoothly everything went this year.
		+ High School:
			- Ms. Jones is happy to see more engagement from the scholars, teachers using all their instruction time, and working on “data walls” to help teacher performance.
			- PLCs are being held 2 times a month, and they are teacher led and curriculum focused.
			- The FFA club is presenting at the Wayne County Farm Bureau this evening.
				* The FFA will be holding monthly meetings; cost to attend meeting will be $2.
			- November 1st will be the SGA Autum Nights fundraiser.

# FINANCE

* 1. Account Updates
		+ Monthly account statements were sent to board prior to meeting for review.
			- No questions currently.
	2. Budget Update
		+ Moved to closed session.

# OLD BUSINESS

* 1. Calendar
		+ A parent reached out that there are 4 teacher workdays that do not line up with the WCPS calendar and had a concern regarding childcare.
			- Dates were picked to line up with WPA grading periods.
	2. Instructional fees
		+ 180 scholars have not paid yet.
		+ Will continue calling those who have note paid, also reminding that without the fee paid scholars may not try out or be on a sports team or go on field trips.
	3. Metal Detector/wands
		+ Ms. Jones will be attending a virtual training along with Ms. Weber, and other select staff.
			- Ms. Jones will send any training materials to Glenn to review.
		+ Also looking to see how other schools utilize their metal detectors/wands.
			- Would like to see it used at school events, dances, events with “outside” people.
	4. Policies
		+ Policy will be sent to Board for review- materials did not print correctly.
1. 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.

1. Motion to go into closed session made by Cady Stanton at 6:50pm and seconded by Amanda Wells. The motion passed unanimously.
2. Motion to return to open session was made by Amanda Wells at 7:57pm and seconded by Donna Scott. The motion passed unanimously.
3. Any motions to be heard resulting from Closed Session
	* No motions at this time
4. ADJOURNMENT
	* Motion to adjourn meeting was made by Donna Scott at 7:57pm and seconded by Amanda Wells. The motion passed unanimously.