

## March 7, 2023: Falls Lake Academy- Board of Directors Meeting Minutes

| Meeting Date:<br>March 7, 2023                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Action                                                          | Person        | Notes:                                                                                                                                                                                                                       |
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| <b><u>Reading of Mission Statement</u></b><br>Falls Lake Academy seeks to create a challenging learning environment while striving to meet the academic, social, and emotional needs of our 21st century learners to prepare them for citizenship, leadership, and success in a rapidly changing world. Our school promotes a safe, orderly, caring and supportive community. Each student's self-esteem is fostered by positive relationships with students and staff. We strive to have our parents, teachers, and community members actively involved in our student's learning. | Read the mission statement once the meeting is called to order. | Crystal Grant | Meeting called to order at 6:30pm                                                                                                                                                                                            |
| <b><u>Citizen Input Statement</u></b><br>Persons wishing to address the Board may do so at this time upon recognition from the President. Please state your name, community or organization you represent, and the topic you wish to share with the Board. You will be given 3 minutes to make your presentation. Pursuant to the Brown Act, the Board cannot enter into formal discussion with individuals making public comments to the Board. The Board cannot take action on any issues raised during public comments that are not on the meeting agenda.                       |                                                                 | Velvet Nelson |                                                                                                                                                                                                                              |
| <b><u>Citizen Input</u></b><br>Acknowledge each citizen and provide the allotted 3 minutes for them to present to the Board.                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                 | N/A           |                                                                                                                                                                                                                              |
| <b><u>Announcements and Acknowledgments</u></b><br>Congratulations, Girls Basketball Team!<br>10 year charter renewal<br>Board members recognition of service: Crystal Grant, Brian Massengill, Velvet Nelson                                                                                                                                                                                                                                                                                                                                                                       | Share                                                           | Mrs. Keith    | Girls HS Basketball Team made it to final 4. There were 2 players that made milestone of having 1,000 points.<br>-Received 10 year charter renewal this past week.<br>- Recognition of 3 board members that are rolling off. |

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| <p><b><u>Acceptance of Meeting Minutes</u></b></p> <p><a href="#">2.21.2023 BOD Meeting Minutes</a></p>                                                                                                                                                                                | Vote         |  | <p>Velvet made a motion to accept meeting minutes.<br/>Crystal provided a second<br/>Unanimous Ayes</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <p><b><u>Directors Report</u></b></p> <p>PBL Coaches Presentation<br/>Safety Update - Behavior Threat Assessment<br/>Lottery Update - Letter of Intent, Number of slots open<br/>Field Trips - Parents Meeting on Campus vs. Field Trip<br/>Location (Safety and Security Measure)</p> | Vote<br>Vote |  | <p><b>PBL Coaches Presentation</b><br/>Ms. Tracy Hill - Elementary PBL Coach</p> <ul style="list-style-type: none"> <li>Completed a total of 18 projects with K-5 (a total of 480 students)</li> </ul> <p>Ms. Amanda Penn - Middle School PBL Coach</p> <ul style="list-style-type: none"> <li>Several projects were completed to include (math based comic book; welcome to middle school brochure, and the creation of instruments)</li> <li>Future goal created Makerspaces in the classroom</li> <li>6th graders recently hosted the Firebird Flea market (sold out of all items within an hour)</li> </ul> <p>Ms. Missy Lee - High School PBL Coach (space is currently an issue)</p> <ul style="list-style-type: none"> <li>Some PBL projects completed this school year include (crash test cars, artistic pieces that represent bills passed, and Environmental Report Cards for FLA).</li> </ul> <p>FLA HS Senior - Kelsey Blake has written and illustrated her first book for her senior project. She has 4 copies which she plans to donate to the FLA library.</p> <p><b>Safety Update - Behavior Threat Assessment</b></p> <ul style="list-style-type: none"> <li>Matlock doors are being installed in all the buildings</li> <li>A tornado drill is scheduled for March 7th</li> <li>A lockdown drill will occur later on in the month</li> <li>The new Raptor check-in system has now moved into the front office. The new system has been running very smoothly and is off to a great start.</li> <li>Training for usage of the new system is done for anyone needing to fill-in for the front desk. The same person is</li> <li>Next safety committee meeting will be held on March 31st.</li> <li>Seven threat assessments have been done this month to pilot test this paperwork.</li> </ul> <p>Velvet made a motion to approve the behavior threat assessment letter. La-Shell provided a second.<br/>Unanimous ayes.</p> <p><b>Lottery Update - Letter of Intent, Number of slots open</b></p> <ul style="list-style-type: none"> <li>824 applications received.</li> </ul> |

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|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                              |  | <ul style="list-style-type: none"> <li>• March 1st lottery closed</li> <li>• March 17th lottery night with charter success</li> <li>• Target number 1,182 is the number that we do not want to exceed for enrollment.</li> <li>• 1,147 students for first day of school</li> <li>• 1,060 students needed to be enrolled for budget</li> </ul> <p>Velvet made a motion to approve the maximum number of enrollment for the new FLA school year. Kevin provided a second.</p> <p>Unanimous ayes.</p> <p><b>Field Trips - Parents Meeting on Campus vs. Field Trip Location (Safety and Security Measure)</b></p> <ul style="list-style-type: none"> <li>• Parents have inquired about being provided the option to meet at the provided field trip location, rather than meeting at the school.</li> <li>• Administration sees this as a potential safety issue as unapproved persons could show up to a field trip, if there is no secure meeting place.</li> <li>• There is also the concern of not having enough parents available to assist with taking children on a field trip that may not have a ride.</li> <li>• There was discussion of potentially coming up with a more conducive meeting system at the school that will provide standard procedure and protocol for parents to meet and chaperone field trips.</li> <li>• <b>Action Item:</b> The Safety Committee will meet to discuss this issue further and then come back to the board with a recommendation.</li> </ul> |
| <p><b><u>Committee Reports</u></b></p> <p><b><i>Growth and Development-</i></b></p> <p><b><i>Finance and Personnel-</i></b><br/> <a href="#">03. Board Report - 2023.01</a></p> <p><b><i>Governance and Academics-</i></b><br/> Legal Counsel - Introduce: Lisa Gordon-Stella</p> <p>Lisa specializes in NCCharter school law and policies and serves as a Board Member on the NC Charter Association Board of Directors</p> <p>Bylaws: Suggested Update for Remote BOD Participation</p> | <p>Discuss</p> <p>Velvet</p> |  | <p><b>Growth and Development</b></p> <p>Rezoning was approved a couple weeks ago and the town approved the use of the land. Next steps are to contact the contractor and discuss next steps.</p> <p>Growth and Development are scheduled to meet on the 3rd Thursday of the month.</p> <p><b>Finance and Personnel</b></p> <p>Finance and personnel met last month. Mrs. Keith and Lily are working on a draft budget that will be shared in April. A succession plan has been put in place for a signatory and replacement.</p> <p><b>Governance and Academics</b></p> <p>Legal Counsel - Introduce: Lisa Gordon-Stella</p> <p>Charter Success recommended Lisa Gordon Stella as potential legal counsel for the school and board.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

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| <p><b>Open Meetings Law.</b> The Board of Directors shall abide by the public policy of the State of North Carolina in regards to Board meetings as described in the North Carolina Open Meetings Law. The Board may hold Board meetings in-person and remotely; the Board will provide an address or remote join instructions to the public based on the meeting type. A board member who is unable to attend an in-person meeting may participate remotely by phone or Internet connection as an allowable option and is considered present when fully participating in an in-person meeting.</p> <p>Attachments:<br/> <a href="#">Engagement For Legal Services</a></p> |             |  | <p>Action Item: The board will meet before the next scheduled meeting to review the engagement letter.</p> <p><b>Bylaws: Suggested Update for Remote BOD Participation</b></p> <p>Open Meetings Law. The Board of Directors should review the new bylaws updated by the state of NC to revise meeting verbiage for in-person and remote meetings.</p> <p>Crystal made a motion to empower the Finance and Personnel committee and make an offer to the selected candidate for the Executive Director position.<br/> La-Shell made a second.</p> <p>Motion to enter into closed session at 7:50pm made by Velvet<br/> Second made by Donald Innis<br/> Unanimous Ayes</p> <p>Velvet made a motion to close open session and adjourn the meeting at 8:38pm<br/> Crystal made a second.<br/> Unanimous ayes.</p> |
| <p><b>Closed Session-pursuant to <u>NC GS 143.318.11</u> Personnel</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <p>Vote</p> |  | <p>Donald made a motion to go into open session at 8:37pm and Crystal made a second. Unanimous ayes.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |