

Raleigh Oak Charter School Board of Directors

Meeting Agenda

06.19.2018; 7:30PM-9PM; Location - [Join Hangouts Meet](#)

meet.google.com/ixx-ndtw-szs

1. Welcome and Call to Order

- a. The meeting was called to order at 7:35 by Chairperson Lucy Chartier at 7:30 pm
- b. Quorum? Yes
- c. The Chairperson conducted the roll call.
- d. Members Present: Lauren Scott, Lucy Chartier, Lydia Johnson, Larisa Cortes, Jackie Decker, Claire Porter, Jamie Kelly
- e. Members Absent: Alejandro Sanchez, Alicia Whitney
- f. Others in Attendance: Deirdre Lewis, Director of Operations; Shira Sanchez; Teri Gentri, Director of Before & After Care Program

2. Approval of Agenda

Motion to approve agenda made by Lucy Chartier , seconded by Larisa Cortes . All in favor, unanimously passed.

3. Approval of Minutes from 6.12.18

Motion moved to approve minutes made by Lucy Chartier, seconded by Lauren Scott. Motion passed unanimously.

4. Welcome Guests, noted guests above. Tonight's agenda shared with Guests.

5. Old Business

- a. Background check vendor
 - i. Quote 1:
<https://drive.google.com/file/d/1O-11f7bfz-Hq1tZkXqfq2vDbd3f5xCwd/view>
 - ii. Quote 2: <https://drive.google.com/drive/u/o/search?q=my%20crc>
 - iii. Quote 3:
https://drive.google.com/file/d/oB_igKfjqOScMUGxQMGRXYVc3NGJ6cnh2TlF5eC1pbHJ4bFFv/view
 - iv. Motion made to go with first quote with CIS made by Lauren Scott Scott, Seconded by Lucy Chartier, all in favor unanimously.
- b. EC Contract Services Venture quote
(https://drive.google.com/drive/u/o/folders/1zW_RYnL_M8alj3kKiDTB)

[N_HNWxI2xaWQ](#)). References have been called/checked, spoke with PAVE RAleigh Kaela Aldridge, Student Services, and have a call pending with Ben Pierce, Principal, PAVE, as well as Nicole Moyer, EC Director , Pine Springs Prep

- i. Motion made to move forward with Contract service, Venture, motion made by Claire Porter. Seconded by Larisa Cortes. All in favor unanimously. Claire Porter will reach out to T Harrington tomorrow

6. New Business

- a. Motion to move into close session to discuss proposed employment contracts 7:50 pm by Lucy Chartier, seconded by Claire Porter, all in favor.

- i. *[Move into closed session pursuant to NC state law ...G.S. 1543-318.11 only allows a board to go into closed session regarding a contract in these circumstances: "To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.]*

Motion to move back into open session at 8:02 made by Lauren Scott S., seconded by Lucy Chartier C.

Motion made to extend three offers to three TA and 1 Kindergarten teacher made by Lauren Scott Scott, and Seconded by Lucy Chartier, all in favor unanimously.

- b. First reading of Outsider Providers DRAFT policy: [Outside providers](#)

Motion to further discuss this Policy and revisit next week.

C. Motion made by Lauren Scott Scott to move forward with the refurbished computers, Seconded by Lucy Chartier, all in favor, unanimously.

7. Reports

- a. **Finance Committee**-May 2018 Financial

Statement-https://drive.google.com/open?id=1BhwZ35e1pIm_4fqvmnsec06hBv5AeY_X; health insurance for July discussed.

- i. Case by case discussed with Jackie Decker to determine who needs the appropriate reimbursement prior to Aug.
 - ii. Jackie Decker to report back on further info with alternate quote with insurance details.

b. Fundraising -

- i. Breastfeeding for Doulas class donation today of \$100
- ii. Deposits made from FaceBook fundraiser, magnets and individual donations

c. Grants

- i. Re: last week's discussion of a multiple site registry, the one I was thinking of that is simple and easy to use is called My Registry and would allow us to easily set up a registry across multiple websites.
- ii. Re: Grants: I have begun work on the Home Depot Grant, and Larisa Cortes can give an update on the NEA grant. I think she mentioned last week that we were going to have to shift focus away from that one to another more Waldorf specific one. Also, my main goal for this week is to connect with the two (or more) other folks in the Parents Circle who mentioned interest in grant writing so we can actually have a committee of sorts with more grant writing hands

d. Education- Staff development going well this week, with Steve Sagarin.

e. Operations

i. Enrollment at **221**

- ii. Sign Sonitrol https://drive.google.com/drive/u/o/folders/12hqX7mxTtg_C8lXi_i578vF5Tz1S-Djn; updated Sonitrol quote (https://drive.google.com/drive/u/o/folders/12hqX7mxTtg_C8lXi_i578vF5Tz1S-Djn); updated Johnson quote Updated quote (https://drive.google.com/drive/u/o/folders/12hqX7mxTtg_C8lXi_i578vF5Tz1S-Djn); “The school will need to have 2 live telephone lines into/at the panel. The physical lines are already there, you will just need to have them turned on. For future reference, cellular monitoring will run \$650 annually and you will not have to pay for phone lines or cellular service. The upfront cost for the cellular dialer will be \$1,000- \$1,500 dollars. Sorry to be vague on this price- our preferred provider is in the middle of coming out with a new model. We will be glad to credit any unused monitoring fee toward any new cellular monitoring contract. “

f. Facilities

- i. **Playground** - Stacey and Lauren Scott met virtually with Jodi to discuss initial design plans. She hopes to have a draft ASAP and a finalized plan by July 1.

- ii. **Garden** - Several parents came to garden planning meeting to share ideas. There was a lot of discussion about plans and Christina will send volunteer list to be added to trello and supply work days for sign up genius.
- iii. **Fire inspection** -Was rescheduled to this Wednesday (6/20) at 3:30pm. Will be provided to DPI for CO
- iv. **Inside Renovations** - Quote from Care Master - 3.50/ft for flooring. George is working on getting a less expensive paint quote and financing options for us.
- v. **Furniture** - Free stuff loaded and stored from Claire Porter, Larisa Cortes and Stephen. \$1100 for 72 wooden chairs height 15.5 inches and 62 metal desks with wooden veneer tops.

g. Preschool -

- i. Lauren Scott and Lucy Chartier met with Phil Dixon to discuss organizational structure. Recommended we connect with Union Academy CFO. She let us know the Preschool is a separate LLC with it's own non-profit with the sole purpose to donate funds to their Charter Organization. Employees are actually paid through the Charter School as the Charter School LLC is hired as a financial management organization. Employees of their preschool are able to opt into Charter School benefits but this school does not participate in state programs. The preschool has a separate board. The director of the charter school sits on the pre-school board as well as other members of the admin.
- ii. Kari and Crissy have accepted the Preschool positions.

h. Before and After School

- i. Union Academy CFO also gave advice on this. This is directly under the Charter LLC and does not have a separate organizational structure. Monies are all through the charter school.
- ii. Teri created an FAQ page and that is on the website

i. Information Technology

- i. Will need someone on 6/29 for cabling project; 7/5 install
- ii. Alejandro Sanchez found new laptops for cheaper:

1. Hi ROCS Board,

After we voted on the CDI quote for laptops I remembered this non-profit out of Durham that Red Hat works with and provides volunteers. Their main thing is to refurbish computers to give to children who can't afford to buy a computer, however they also sell refurbished laptops which are of good quality for \$100 each and INCLUDES the license for windows 10. I do not think we can beat that price! They will also provide support for a flat \$40 fee, and the total price is about half of what the CDI

price would be. I think it would make more sense to go with the refurbished laptops. I have personally helped them refurbish some when we volunteer and the parts they use are good quality. Let me know your thoughts!

Motion made by Lauren Scott Scott to move forward with the refurbished computers, Seconded by Lucy Chartier, all in favor, unanimously.

j. Employment -

- i. Lindsay Winthrop accepted movement teacher position
- ii. Interviews this week for open K position and 2 remaining TA positions. Can the committee do an interview on Friday?

k. Board Development and Governance

- i. Lauren Scott and Lucy Chartier met with Phil Dixon

l. Marketing and Outreach - no updates

m. Bylaw Committee - no updates

8. Comments, Announcements and Other Business -

- a. Next virtual Meeting Tuesday 7:30pm

9. Public Comment

Motion to adjourn the meeting made by Lucy Chartier, seconded by Larisa Cortes Cortes. All in favor. None opposed, meeting adjourned at 8:55 p.m.