

North County Charter School, Inc.
Board of Directors Regular Meeting
Monday, August 14, 2023, @ 9:30AM (Board Room, Bldg. 5)
DRAFT MINUTES

- I. **Call to order/Attendance:** Board President, Mrs. Simchick called the meeting to order at 9:30AM. In attendance also were: Mr. Joel Tyson, Vice President, Mr. Brian Cook, Treasurer, Mr. Sean Prescott, Secretary, Mr. Greg Potter, Director-Principal, Mrs. Kerrian Irons, Assistant Principal and Mrs. Jennifer Bakos, Business & Finance Manager. Mr. Ernest Wilson, Board Member, was absent (excused)
- II. **Pledge of Allegiance/Invocation:** Vice President, Mr. Tyson led the group in the invocation and pledge of allegiance.
- III. **Approve/Amend today's agenda:** Upon a motion by Mr. Tyson and a second by Mr. Cook, the group voted to approve the agenda as written.
- IV. **Citizen/Parent input/concerns:** None.
- V. **Consent Agenda:** Mr. Tyson made a motion to approve the consent agenda as written and Mr. Cook seconded the motion. There was no discussion and the motion passed unanimously, 4-0.
 - A. **Approve minutes of July 10, 2023 Regular Meeting**-Recommended Approval by Mrs. Simchick and Mr. Potter
 - B. **Approve Principal/Director Nominations for Ms. Lindsey Damon, Playground Monitor (Part-Time-Budgeted) & Mr. Landis Stanfield, School Counselor (Part-Time-MHlth Grant Funded)**-Recommended Approval by Mr. Potter
 - C. **Approve additional compensation for Marcy Mumper to provide afternoon Art Enrichment on a daily basis (\$4,000 added to hourly comp for the year)**-Recommended Approval by Mr. Potter
- VI. **Action Agenda:**
 - A. **Approve Recommendation to Add Additional Paid Holidays for Hourly Employees and Allow Payout for Unused Time in July, OR Carry Some Forward to the Next Year, Accruing over time to a Maximum of 20 Days (See Handout List by Category)**-Recommended Approval of holiday pay by Mr. Potter, but wait on accrual issue pending cost outs. Upon a motion by Mr. Cook to approve the paid holidays, but not address accrual at this time, and a second by Mr. Tyson, the Board discussed the matter and voted unanimously to approve the motion, 4-0.
 - B. **Discuss Recommendation to Add 3 Additional Paid Personal/Sick Days for Teachers (Total to be 8 for 23-24) and Allow Annual Payout or Accrual Over Time to a Maximum of 20 Days**-Recommended by Mr. Potter to wait an additional month pending cost out for approval. No action was taken on this item, pending cost out data and will be considered at a future meeting.
 - C. **Approve Recommendation to Allow Employees to Compassionately Donate Sick/Personal Time to Others, Under Special Circumstances, with a Maximum of 1 Day in any Single Circumstance**-Recommended Approval by Mr. Potter. Upon a motion by Mr. Cook and a second by Mr. Tyson to support Mr. Potter's recommendation, the Board discussed this item and approved it unanimously, 4-0.

VII. Reports:

- A. Parent Involvement Committee:** Mrs. Bryant reported that the PIC had been able to plan out virtually the entire year! They had had a meeting the previous Friday, had some new members, planned for use of a dress down day punch card fundraiser, and reminded the group that their first fundraiser of the year was planned for August 24th from 5 to 7PM at Abbott's Ice Cream on Rt. 60, when they would be hosting us for "NCCS Night."
- B. Business & Finance Manager Report:** Mrs. Bakos reported that there were still adjustments being made to June financials in preparation for finalizing them and incorporating them into audit info. She also shared info on ESSER III grant...essentially that NCCS would return any unspent to district and would then ask for reimbursement as used. We have until September of 2024 to expend all of it. She also shared that she had requested the final \$13,000 from IDEA and \$13,900 from IDEA ARP funds from the district, and had received only the 13K for IDEA thus far.
- C. Principal/Director Report:** Mr. Potter shared a written report (see attached).

**The President called a 5 min recess at 10:32, and the meeting resumed at 10:37AM.

VIII. Board Member Matters:

- A. 22-23 Thank You & Proclamations Update:** Mrs. Simchick provided an update on planning for September 11th. She had costed out a number of 8x10 and 5x7 plaques for awards/recognitions associated with a list of past Board members and retiring employees, as well as some current employees to be recognized by the Board. This list has been previously discussed, and she expressed that she wanted to add Mrs. Bryant to the list, which all indicated agreement to, without a vote.
- B. Protecting School Fiscal Assets/FDIC & Investment Strategies-**Mrs. Simchick shared information on Seacoast Bank's "sweep" program that the school can sign up for to protect its fiscal assets on account. Mr. Potter and Mrs. Bakos will secure the application materials. Essentially, for a nominal monthly fee, the school will assure that all funds are protected by the FDIC, rather than the normal \$250,000 limit, by the bank sweeping them out and in to ensure this protection.
- C. Mr. Potter's Annual Review Update:** Mrs. Simchick encouraged all members to finish their draft rating scores for Mr. Potter's review, meet with him separately and provide her with their input so that she can tabulate the averages and comments during the month of September with aim to finalize by the October meeting.

IX. Adjournment: The meeting was adjourned at 11:30AM