

**North County Charter School, Inc.
6640 Old Dixie Hwy. Vero Beach, Fl. 32967**

**Board of Directors Meeting
Wednesday January 18, 2017 9:30 am**

Meeting Minutes

Call to order/take attendance: Board Members in attendance were Joel Tyson, Kevin Kim and Bob Russell. Ernie Wilson was absent. A quorum was present. Meeting was properly noticed in the Press Journal. Principal Dr. Jessica Keaton and Ken Miller Business/Finance Mgr. were also in attendance. President Tyson called the meeting to order at 9:35 am. Ms. Pelletier joined the meeting at 9:45 am.

Approve/amend agenda: Mr. Russell moved to approve the agenda as presented, seconded by Mr. Kim and carried unanimously.

Approve minutes of October 17, 2016 Board meeting: Mr. Kim moved to approve the minutes as presented, seconded by Mr. Russell and carried unanimously.

Citizen/Parent input: none

Financial report: Mr. Miller presented the Board with the CPA's November 30, 2016 financial report, today's balance sheet, bank statements showing all checks written since the last Board meeting and all cash balances. Current cash balance as of January 18, 2017 is \$1,467,736.83. Mr. Miller stated that the January payroll at the end of the month will have to come out of that amount. This month's FTE funds are included. Report will be filed for audit. Ms. Pelletier joined the meeting at this time. 9:45 am.

Approve budget amendments: Mr. Miller presented several amendments to the annual budget with a net increase in revenue of \$43,922 and a net decrease in expenses of \$35,553. Ms. Pelletier moved to approve the amendments, seconded by Mr. Kim and carried unanimously.

Approve donations/fundraisers: Principal Keaton presented jogging club donations totaling \$171.94, Square 1 Art fundraiser \$1937.51, Skate Factory fundraiser \$60.00, Box Tops for Education fundraiser \$777.40 and Chipotle fundraiser \$465.05. Mr. Kim moved to approve accepting all donations and fundraisers, seconded by Ms. Pelletier and carried unanimously.

Approve School Recognition Funds Plan: Dr. Keaton presented a plan which has been approved by the school staff. The funds will be split with a full share to Instructional and administrative staff and half shares going to support staff. The school's allotment this year is \$31,854. Mr. Kim moved to approve the plan, seconded by Ms. Pelletier and carried unanimously.

Approve tutoring plan and stipends for teachers: Dr. Keaton presented the board with a request for permission to again this year offer tutoring to students in the 3rd, 4th and 5th grades that need the additional class time. Both students and teachers will do this on a voluntary basis. Students must provide their own transportation and teachers will be paid an hourly rate stipend. Number of students and teachers is yet to be determined. Ms. Pelletier moved to approve the request, seconded by Mr. Kim and carried unanimously.

Approve stipend for science fair teacher: Dr. Keaton requested approval of a stipend for the teacher that is overseeing the only student we have that is participating in the District Science Fair. Mr. Miller suggested that we offer a \$200 stipend. Mr. Russell moved to approve, seconded by Ms. Pelletier and carried unanimously.

Approve final construction report on building #4: Mr. Miller presented a written report to the Board indicating final costs of constructing the Phase 4 building with two classrooms and two restrooms totaling 2290 square feet. Total cost including all furnishings is \$373,167.29. Mr. Miller stated that the new building was paid for with cash on hand. Moved to approve by Ms. Pelletier and seconded by Mr. Kim. Carried unanimously.

Discuss retaining attorney for US Hwy 1 eminent domain: Mr. Miller suggested that he thought it might be time to consider retaining an attorney to represent us in the US Hwy 1 expansion project currently being surveyed and planned. Ms. Pelletier agreed to take the letters of solicitation from four different law firms and research for the school who might be best suited to represent us. Ms. Pelletier will report back to the Board.

Approve contract for psychological services: Mr. Miller presented the contract for psychological services which was done hurriedly due to previous psychologist retiring. Mr. Miller said he was not happy with the rapid payment requirement clause but suggested we honor the contract until the end of the school year. Motion made by Mr. Russell and seconded by Ms. Pelletier. Carried unanimously.

Review of legal dispute with School District: Mr. Miller told the Board that we are now awaiting a ruling by the District Court Judge as to our attorney's request for a summary judgment. Status has been in this stage for a period of time.

Discuss VPK program: Mr. Miller presented a financial analysis of the VPK program. Mr. Miller proposed that the VPK program be discontinued due to inadequate funding. Dr. Keaton recommended keeping the program due to the performance of the students after leaving the VPK program and moving on up to Kindergarten better prepared. Motion was made by Ms. Pelletier to continue the program for the next school year, seconded by Mr. Kim and carried unanimously.

Discuss property purchase: Mr. Miller presented the offer to purchase made to the owners of the neighboring property and said that they had called him regarding the offer. They were very

pleased with the offer and felt it was generous but they had an elderly relative living there and they did not want to sell at this time. Mr. Miller asked them to notify us if anything changes.

Principal's concerns and reports: Dr. Keaton said that she really enjoyed the charter school conference she attended in Daytona Beach and felt that it was very informative. She also reminded the Board of the upcoming golf tournament coming up on Saturday February 25 to raise money for our school.

Business/Finance Mgr. concerns/reports: Mr. Miller reported that the flagpole was installed and in under approved budget of \$2,000. He also reported that the annual corporation renewal had been taken care of.

Board Members concerns/reports: none

Adjournment: With no further business to conduct the meeting was adjourned at 11:50 am.