**MOVEMENT SCHOOL BOARD | MEETING MINUTES**

*03.08.20*

**Board Members: Casey Crawford, Frank Martin, Garrett McNeill, Montel Watson, Tim Hurley, Michelle**

 **Crawford**

**School Leadership Team Members: Jamie Sumter, Barbara Robinson, Alisha Carr, Gabrielle McCall Riley,**

 **Cecilia Armour**

**Members Present:** Frank Martin, Montel Watson, Michelle Crawford, Garrett McNeil, Casey Crawford (via phone), Jamie Sumter, Tim Hurley, Alisha Carr, Gabrielle Riley, Barbara Robinson, Cecilia Armour

**Guest Attendees**: Kimberlee Beelin, Christina Bookerville, Chaz Douglas, Jalesa Picking

Meeting was called to order at 9:01 by TH.

Meeting agendas reviewed and passed out at 8:55

Members reviewed the minutes from the 02.12.20 meeting.

Public Forum Comments

Jalesa Picking shared comments regarding bullying towards 8 year old son.

These comments will be addressed with the Grievance Committee tomorrow, and the Grievance Committee will report back to the board.

GM motioned to approve the 02.12.20 minutes. MW seconded. Minutes approved.

**Movement West Business**

**Academics**

Movement Freedom has the opportunity to host a summer camp for students who do not pass their math and/or ELA EOGs. There is an estimated $4,000 cost to running this program (for transportation and food), not including costs to staff.JS would like to run this camp for the week in addition to the reading camp later in the summer.

The camp is optional and parent buy-in is neutral. Teachers will start communicating which students are recommended to attend the camp after next quarter’s benchmark assessments.

TH shared there is a projected $85,000 surplus for this year, and the cost of the summer program is minimal. He would like to see the school run both camps for students.

TH motioned to run both camps this summer. FM seconded. The board approved the motion.

**Contract Policy for Special Education Contractors**

JS shared recent guidance from DPI regarding contracting special education services and shared with the board a draft policy for contracted services that follows DPI’s guidance. This contract ensures we account for competition between contractors and takes cost into account. This contract will be posted.

TH motioned to approve the policy. GM seconded it. The policy was approved.

**Culture**

The team has been looking at the top 10% of office referrals and is looking to pilot the HUG Program (H-Hello U-Update G-Goodbye) for 3rd and 4th grade students within this percentage. Depending on how well this goes, the team will extend it to students in younger grades. This program is from based on research from a program out of Chicago, and focuses on connecting students with a staff person to give positivity and encouragement. The team had a meeting with staff who were selected to be mentors, and they are really excited about it.

The program includes a tracking sheet with goals specific to each student. The team is excited and looking forward to what this implementation will bring. FM mentioned the importance of documenting this progress.

GM asked about any correlation between the students in this program and attendance. AC shared that these students do not have attendance issues.

AC shared that a kindergarten teacher, Ms. Adams was nominated for the NC Heroes program. If she wins, she will be awarded $10K for herself and $10K for her school.

**Trustee Vote**

BM was the former trustee on the school’s retirement account. JS would like for MW to take over now that BM is no longer on the board. TH moved to have MW named as the trustee on the retirement account. FM seconded. The board approved.

**Attendance**

There has been some improvement in attendance, but the school is still below it’s goal/mandate of 94%. AC continues to work with the school social worker to meet with families to figure out what we can do to help them send their children to school. AC will have more information for the board at next month’s meeting.

**Financial Update**

The final rounds of audits were completed. The main areas for correction are making sure invoices are received for payments given to vendors and contractors, as well as making sure all bank drafts have proper documentation.TH recommends members of the Finance Committee meet with GR to review the letter from the auditor as well as the completed audit report to ensure the school puts into place the practices recommended.

GR shared the budget report for Freedom.

The school has $100K to pay towards its loan. GR is working to figure out the amount of money to carry over into next year to provide a cushion (i.e. pay $50K now and owe $50K next year). TH recommends rolling $50K over into next year to allow for at least a $50K cushion for next year.

**Facilities**

A team is coming out to meet with GM next week to finalize plans to submit permitting next week. Some adjustments to the building are being made to accommodate increased pricing.

GM is working with teams on retro fitting the interior of the current building to accommodate 5th grade during the 2020-2021 school year. He is meeting with the architectural firm to go over plans.

The team is going into a pre-submittal meeting with the city in April which will help frame what can and cannot be done.

JS asked whether there be any preparations for drop off/pick up with the scrapping for the new build. There will be some implications and GM is working with the construction team and GR to figure out the best plans for drop off/pick up.

Construction will start post June, which will help with storage, as the items can be placed in a classroom. GM proposed getting a pod or storage facility to put items in from the back storage area.

Conversations with community partners continues to happen. GM is working to finalize terms with two organizations for shared/exclusive use.

**Movement East Business**

Applicants

BR shared there are 126 applicants for Kindergarten and 39 for first grade. Staff hiring is going well.

The board voted on the RTO Progress Check Revision listed below. TH motioned to approve all revisions. FM seconded. The motion was approved.

Ready to Open December Progress Check Revisions

1. Conflict of Interest Policy (to include requirements of Chapter 55A of the General Statues related to conflicts of interest, the statement from G.S. 115C-218.15(b)(3), the statement “No voting member of the governing board shall be an employee of a for-profit company that provides substantial services to the charter school for a fee.”, address conflicts of interest that may come up after the beginning of a board members’ terms, and address how failure to disclose conflicts will be handled by the board)
2. School Safety Plan to include the required Health and Safety Standards in G.S. 115C-218.75 (a)
3. Criminal Background Check for Staff (to mirror the policy and regulations used by CMS)
4. Employee Grievance Procedure (to adhere to the recommendations/specifications included in the progress feedback)
5. Grievance Policy for Families (to adhere to the recommendations/specifications included in the progress feedback)
6. Board Member Residency Policy (to include the correct General Statute, and address residency of board officers)
7. Budget Approval Policy
8. Audit Policy (to include the board’s guidelines related to resolving audit findings)
9. Employee Handbook (to adhere to the recommendations/specifications included in the progress feedback)

TH motioned for Movement School Eastland to opt out of the State Health Plan and State Retirement Plan. GM seconded. The board approved. Movement School Eastland will align with Movement School Freedom and use private parties for health and retirement plans.

Facilities

GM shared that things are moving along pretty well. There has been a significant amount of rain this winter, which has made things difficult. There are 5 feet ruts on the property that the team is working to have asphalted. Concrete pours are beginning within the next two weeks. Once the second floor is poured, steel will go up. High walls and interior framing is going up in the initial building. The schedule is very tight. Every minute/hour matters. There’s a great team out there and it’s very exciting!

TH moved to adjourn. GM seconded. The meeting adjourned at 10:23.

Closed Session(s): None.