

The Emereau Foundation
d/b/a Emereau: Bladen
995 Airport Road, Elizabethtown, North Carolina 28337
Meeting of the Board of Directors
Thursday, February 22, 2018
6:30 P. M.

Minutes

The Emereau Bladen Board of Directors met in regular session on Thursday, February 22, 2018. Members present: Mr. Eddie Madden, Chairman; Mrs. Lisa DeVane, Vice Chair; Mr. Maurice Williams, Secretary; Mrs. Carla Jacobs, Treasurer; Mrs. Sandra Lewis, Mrs. Ashley Dowless and Mr. Dean Hilton.

Administrative staff present: Mrs. Kate Alice Dunaway, Executive Director, Mrs. Lillian Bryant, Dean of Operations; Mrs. Polly Hancock, Dean of Academic Initiatives; Mrs. Allie Rich, Healthful Living/Athletic Director and Mrs. Wanda Everette, Administrative Associate.

Board Chair Eddie Madden welcomed everyone and called the meeting to order at approximately 6:35 p.m.

Mr. Maurice Williams read the Mission Statement and Board Chair Eddie Madden read the Conflict of Interest Statement. There were no conflicts of interest noted.

Mr. Maurice Williams presented the Minutes from the January 25, 2018 meeting for approval.

Mrs. Ashley Dowless motioned to approve the Minutes. Mrs. Sandra Lewis seconded and the motion passed by a unanimous vote.

Board Chair Eddie Madden opened the floor for public comment. No one in attendance offered any comments.

Under Executive Director's Report Mrs. Kate Alice Dunaway gave the Board an update on the following:

- 2018-2019 Enrollment Projections: Currently 170 children, Kindergarten thru Grade 7, are entered in Lotterease, Emereau's online enrollment platform. Deadline to apply is midnight, February 23, 2018. Mrs. Dunaway shared the number of students in each grade level would be evaluated to maintain correct class size.
- 2018-2019 Personnel Projections: Mrs. Dunaway shared that with an enrollment of 482, Emereau may need to add the following positions:

Kindergarten-2
First Grade- 0
Second Grade-4
Third Grade 1

Fourth Grade-1 (possibly)
Fifth Grade- 1 (possibly)
Sixth Grade-0
Exceptional Children's Teacher -1
Explorations -2
Bus Drivers-3

Mrs. Dunaway shared that projections based on the 482 enrollment did not include Associate Teachers.

- Transportation Grant Update: News on the Transportation Grant is expected mid-March.

Mrs. Carla Jacobs presented the January 31, 2018 Budget Report. Mrs. Jacobs informed the Board that Bus Repair Services were up and reminded the Board that any funds received from the Transportation Grant cannot be used to purchase new buses. Mrs. Dunaway informed the Board three more buses are needed for the coming year. Chair Madden asked the Board to look closely at the budget for next year in regards to transportation, curriculum and technology and adding Associate Teachers. Mrs. Dunaway asked the Board to look at the cost of repairs and maintenance on our current buses and compare to leasing new buses. After much discussion, Chair Madden informed the Board he and Mr. Hilton would get together to discuss lease versus buying.

Chair Madden and Mrs. Jacobs informed the Board the school was required to have a financial audit for the 2017-2018 school year and recommended Petway, Mills, and Pearson, PA auditing firm, Raleigh, NC. Chair Madden informed the Board that Petway Mills and Pearson has past experience auditing charter schools. The cost would be \$7,000 for the first year single audit.

Mrs. Jacobs motioned to approve the contract for Petway, Mills, and Pearson, PA to conduct the school audit for the 2017-2018 school year. Mrs. DeVane seconded and the motion was approved by a unanimous vote.

Under Facility Update, Chair Madden informed everyone that contractors have started groundwork in preparation for new construction.

Emerau Athletics/Sports Discussion Report and Update: Mrs. Dunaway and Mrs. Rich gave the Board an update on Athletic options for the 2018-2019 school year. Mrs. Rich recommended the following sports:

- Fall--Girls Volleyball, Boys Soccer and Cross Country
- Winter--Boys and Girls Basketball
- Spring--Boys Baseball, Boys and Girls Mountain Biking and Girls Soccer

Mrs. Rich informed the Board she had contacted approximately 50 schools within 1-2 hours of Emereau. Discussion then centered on what sports to offer and what venues were available for use, cost of uniforms and equipment, and insurance costs. Chair Madden recommended starting with outdoor sports such as Boys and Girls Soccer, Cross County, Mountain Biking, Golf, Softball and Baseball. Mrs. Dunaway stated she would bring recommendations to the Board on what sports to offer and the cost of each.

Under School Uniforms/Supplies Chair Madden informed the Board that Leinwands of Elizabethtown was the only vendor parents could purchase uniforms from during the 2017-2018 school year. Discussion then centered on options for parents and additional vendors in keeping with the same uniform and color scheme: Black, Gray, White and Kiwi Green. Mrs. Dunaway informed the Board that some schools have a PE uniform students could wear on the days they have PE and asked if this was something the Board wanted to explore.

After much discussion, Mr. Hilton made a motion for Leinwands of Elizabethtown to remain the vendor for Emereau Bladen uniforms; to include, requesting that Leinwands purchase uniforms with softer fabric such as cotton pants; and to provide a PE Uniform for students. Mrs. Ashley Dowless seconded and the motion was unanimously approved.

Chair Madden then updated the Board on the selection process for position of Executive Director. Chair Madden stated that applications would be accepted through March 1 and that board members and staff would have the opportunity to submit sample questions. Chair Madden continued by saying that if staff would like to provide input for the next headmaster, to send their questions by March 15 to emereaubladen17@gmail.com. Interviews are scheduled for March 15-April 6.

Mrs. Dunaway reminded the Board that next week is Read Across America Week and invited board members to come and volunteer.

Mrs. Dunaway also shared with the Board an overview of the Summer School Program and that a decision is required at the next Board meeting. The deadline for notification required by North Carolina Department of Public Instruction (NCDPI) is April 2, 2018.

Upon a motion by Mrs. DeVane, seconded by Mr. Williams, the Board adjourned to go into closed session as per NC General Statute 143.318.11(a): A public body may close a session for the following purpose: 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 a proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other materials terms or an employment contract or a proposed employment contract.

Upon a motion by Mr. Hilton, seconded by Mrs. DeVane, the Board voted unanimously to come out of closed session.

Chair Madden informed everyone the next Board of Directors Meeting would be Wednesday, March 14, 2018 at 6:30 p.m.

Upon a motion by Mrs. DeVane, seconded by Mr. Williams, the Board unanimously voted to adjourn at approximately 8:50 p.m.

Respectfully Submitted,

Maurice Williams
Secretary

Wanda Everette
Administrative Associate