



WAKE PREPARATORY ACADEMY

Board Meeting

📅 Monday May 4 2020

🕒 5:30pm EDT

📍 VIRTUAL

Conference Call: +1 559-856-2887 PIN: 144 733#

Video Call: <https://meet.google.com/bjg-zrwc-abm>

Content

- **Attendance**
- **Minutes**

ATTENDANCE

Members	Present	Not Present	Term Expires
Hilda Parlér - President	X		June 30, 2021
Valeska Lipani-Garrett – Vice President	X		June 30, 2021
Michael Featham - Secretary	X		June 30, 2023
William Seaman - Treasurer	X		June 30, 2020
Gordon McKinney	X		June 30, 2023
Hal Weatherman	X		June 30, 2023
Amanda Bailey	X		June 30, 2023
Kyle Shrauger	X		June 30, 2023
Mary Kathryn Kimray		X	June 30, 2023

Non-Board Members Present:

Michael Way — Charter One	
Mitch Schwab — Charter One	
Gregg Sindors — Charter One	

Minutes

I. Call to Order, Welcome, Mission Statement

The meeting was called to order via teleconference at 5:30 P.M by Hilda Parlér, Board President

a. Board Meeting Protocol Via Teleconference

1. **Address the President (Madame President) and state your name when you wish to be recognized and speak.**
2. **This will make sure you are heard especially when more than one needs to be recognized to request the "floor" and it will assist the Secretary when it comes to making motions and seconding them during approval of any Action Item.**
3. **State your motion(s) clearly. "So Moved" is not stating the motion.**
4. **Voting will be held by roll call from the Secretary when instructed during the approval of the agenda and other Action Items.**

b. Public Comment Guidelines

II. Roll Call

a. To determine a quorum

The Secretary noted that a quorum was present.

III. Approval of the Agenda

Decision: A motion was made by Kyle Shrauger to approve the agenda. The motion was seconded by Hilda Parlér. The motion was approved unanimously by roll call vote.

a. Roll Call Vote

Hilda Parlér	Approve
Valeska Lipani-Garrett	Approve
Michael Featham	Approve
William Seaman	Approve
Amanda Bailey	Approve
Mary Kathryn Kimray	Not present
Gordon McKinney	Not present for vote
Kyle Shrauger	Approve
Hal Weatherman	Approve

IV. Board Organizational Matters

There were no Board Organizational Matters

V. President's Report

The President discussed the Final Charter Agreement and accompanying letter from the Office of Charter Schools. The agreement will be signed by Hilda Parlér and notarized. It will

then be returned for signature to the Superintendent of Education.

a. **Charter Agreement-July 1, 2020**

1. **OCS Charter Agreement Letter**

VI. **Management Reports**

a. **Principal's Report (After Hire)**

b. **Charter One**

1. **Marketing Update**

Interest in the school continues to be strong.

2. **Board Self-Evaluation Summary**

The Board Self Evaluation summary was discussed. No areas of concern were noted. The top three (3) areas of priority for the board, based on the evaluation, are:

1. Evaluation Item Number One (1): "Board has full and common understanding of their roles and responsibilities, acts accordingly, and comes to each meeting prepared."
2. Evaluation Item Number Eight (8): "Board effectively represents the organization to the community."
3. Evaluation Item Number Twelve (12): " Board develops and executes policies and procedures in alignment with organization's mission/vision."

3. **Board Charter One Evaluation Summary**

The Board evaluation of Charter One was discussed. No areas of concern were noted.

c. **SchoolDev Development Report**

Jim Way provided an update on the progress of approvals on the site and the building design by the Town of Wake Forest.

VII. **Treasurer's Report**

The Treasurer's report was given.

VIII. **Closed Session**

There was no closed session.

IX. **Discussion Items**

a. **Ad Hoc Board Facilities Representatives Committee of 3**

The Board discussed the creation of an Ad Hoc Facilities Committee of the Board. Members suggested to be Michael Featham (Chair), Amanda Bailey, and Kyle Shrauger. The committee will function subject to the constraints as follows:

1. **The committee works with the Wake Harris Road LLC representative when needed during the construction of the facilities.**
2. **The committee must abide by Open Meetings Law when meeting.**
3. **Monthly reports to the Board are required.**
4. **Service ends when WPA receives the Certificate of Occupancy**

(CO).**b. Revised 2020-2021 Board Meeting Calendar**

Charter One requested that the date of the monthly Board Meetings be changed to the third Wednesday of each month. Due to conflicts of Board members, this was revised to the third Thursday.

X. Action Items**a. Approval of the April 6 Board Meeting Minutes**

Decision: A motion was made by Michael Featham, and seconded by Valeska Lipani-Garrett, to approve the April 8 Board meeting minutes as amended to reflect the incorrect spelling Valeska Lipani-Garrett's last name on page three, under "Approval of the Agenda", and "interest" on page 4, under "Marketing Update." The motion was approved unanimously via roll call vote.

1. Roll Call Vote

Hilda Parlér	Approved as amended
Valeska Lipani-Garrett	Approved as amended
Michael Featham	Approved as amended
William Seaman	Approved as amended
Amanda Bailey	Approved as amended
Mary Kathryn Kimray	Not present
Gordon McKinney	Approved as amended
Kyle Shrauger	Approved as amended
Hal Weatherman	Approved as amended

b. Annual Meeting Items - Roll Call Vote for Each or En Masse**1. Election of Officers: President, Vice-President, Secretary, Treasurer**

Nominations were taken for Board Officer positions. The following individuals were nominated: Hilda Parler, President, Kyle Shrauger, Vice President, Michael Featham, Secretary, and William Seaman, Treasurer.

Decision: A motion was made by Hilda Parlér, seconded by William Seaman to approve the nominated slate of officer candidates en masse. The motion was approved unanimously by roll call vote.

Roll Call Vote:

Hilda Parlér	Approve
Valeska Lipani-Garrett	Approve
Michael Featham	Approve
William Seaman	Approve
Amanda Bailey	Approve
Mary Kathryn Kimray	Not present
Gordon McKinney	Approve
Kyle Shrauger	Approve
Hal Weatherman	Approve

2. **Appointment of AHERA (Asbestos Hazard Emergency Response Act) Construction Contact, Jim Way to ensure that the school facility complies with the act.**

Mr. Jim Way affirmed his role.

3. **Reaffirm selection of Board Legal Counsel, Donna Rascoe of Cranfill Sumner and Hartzog**

Decision: A motion was made by Hilda Parlér, seconded by Valeska Lipani-Garrett, to reaffirm Donna Rascoe of Cranfill Sumner & Hartzog, LLP as the Board Legal Counsel, subject to her participation on an "as-needed" basis and a maximum budget to be established by Charter One. The motion was approved unanimously by roll call vote.

Roll Call Vote:

Hilda Parlér	Approve
Valeska Lipani-Garrett	Approve
Michael Featham	Approve
William Seaman	Approve
Amanda Bailey	Approve
Mary Kathryn Kimray	Not Present
Gordon McKinney	Approve
Kyle Shrauger	Approve
Hal Weatherman	Approve

4. **Appointment of Coordinator of Title VI (Civil**

Rights/Discrimination), Title IX (Gender/Equity) and Section 504 (Law Requiring Special Accommodations to Certain Students, required by federal statute), School Director to be named

This item was tabled until a School Director is identified.

5. Appointment of Public Records Officer-Charter One Board Representative, Mitchell Schwab

Mitchell Schwab agreed to become the Public Records Officer-Charter One.

c. Approval of the April 21 Board Special Meeting Minutes

Decision: A motion was made by Hal Weatherman and seconded by Kyle Shrauger, to approve the April 21 Board Special Meeting Minutes. The motion was approved unanimously by roll call vote.

1. Roll Call Vote

Hilda Parlér	Approve
Valeska Lipani-Garrett	Approve
Michael Featham	Approve
William Seaman	Approve
Amanda Bailey	Approve
Mary Kathryn Kimray	Not present
Gordon McKinney	Approve
Kyle Shrauger	Approve
Hal Weatherman	Approve

d. Approval of the Ad Hoc Board Facilities Representatives Committee of 3

Decision: A motion was made by Hilda Parlér and seconded by Bill Seaman, to approve the Ad Hoc Board Facilities Representatives Committee of 3, with members Michael Featham (chair), Amanda Bailey, and Kyle Shrauger. The motion was approved unanimously by roll call vote.

1. Roll Call Vote

Hilda Parlér	Approve
Valeska Lipani-Garrett	Approve
Michael Featham	Approve
William Seaman	Approve
Amanda Bailey	Approve
Mary Kathryn Kimray	Not present
Gordon McKinney	Approve
Kyle Shrauger	Approve
Hal Weatherman	Approve

e. Approval of the Revised 2020-2021 Board Meetings Calendar

Decision: A motion was made by Hilda Parlér and seconded by Bill Seaman to approve the Revised 2020-2021 Board Calendar, beginning in August 2020. Meetings will be held on the third Thursday of each month. The motion was approved unanimously by roll call vote.

1. Roll Call Vote	
Hilda Parlér	Approve
Valeska Lipani-Garrett	Approve
Michael Featham	Approve
William Seaman	Approve
Amanda Bailey	Approve
Mary Kathryn Kimray	Not present
Gordon McKinney	Approve
Kyle Shrauger	Approve
Hal Weatherman	Approve

XI. New Business

There was no new business.

XII. Public Comment

There was no public present.

XIII. Next Agenda

- a. **Re-election of Rev. Dr. William Seaman to serve a four-year term to expire June 30, 2024**
- b. **Work on RTO Tasks**
 - 1. **RTO Tasks I Feedback Rubric-Revised Due December 2020**
 - 2. **RTO Tasks II May 22 Now Due May 2021**

XIV. Announcements

- a. **Next Meeting Date: June 1, 2020. 5:30 PM by teleconference or at The Wake Forest Area Chamber of Commerce 350 S. White St. Wake Forest, NC 27587**
- b. **Special Announcement**
Hilda Parlér announced that she has been appointed by the NC Speaker of the House, Tim Moore, to fill the remaining term of Lindalyn Kakedelis on the Charter School Advisory Board until June 30, 2021..

XV. Adjournment

Decision: A motion was made by Amanda Bailey and seconded by William Seaman, to adjourn the meeting. The motion was approved unanimously by roll call vote. The meeting adjourned at 7:26 P.M.

a. **Roll Call Vote**

Hilda Parlér	Approve
Valeska Lipani-Garrett	Approve
Michael Featham	Approve
William Seaman	Approve
Amanda Bailey	Approve
Mary Kathryn Kimray	Not present
Gordon McKinney	Approve
Kyle Shrauger	Approve
Hal Weatherman	Approve