



## Board Meeting and Retreat

Thursday November 19 2020

🕒 5:30pm EST

Virtual - Remote

**Mission Statement:** Wake Preparatory Academy will provide a challenging, individualized education program with a moral focus while preparing its students to graduate from high school with paths to acceptance and success in college, a career and beyond.

**Live Stream:**

<https://stream.meet.google.com/stream/ab87121b-6dd9-4a9f-aa65-0b738ec36ead>

## Content

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

## ATTENDANCE

Members	Present	Not Present	Term Expires
Hilda Parlér - President	X		June 30, 2021
Kyle Shrauger – Vice President	X		June 30, 2023
Michael Featham - Secretary		X	June 30, 2023
William Seaman - Treasurer	X		June 30, 2020
Hal Weatherman	X		June 30, 2023
Amanda Bailey	X		June 30, 2023
Valeska Lipani-Garrett	X		June 30, 2021
John D. Lynch	X		June 30, 2024

**Non-Board Members Present:**

<b>Michael Way – Charter One</b>	<b>Melody Hudson - Charter One</b>
<b>Mitchell Schwab – Charter One</b>	<b>Jim Way – Schoolhouse Development</b>
<b>Erica Martinez – Charter One</b>	<b>Christina Schubert - Charter One</b>
<b>Fayeson Tilley – Board Candidate</b>	

# Minutes

## I. **Call to Order, Welcome, Mission Statement**

The meeting started at 5:30 pm by President, Hilda Parlér while waiting for a quorum with a welcome and recitation of the Mission Statement. The meeting was officially called to order at 5:31 pm with a quorum established.

### a. **Board Meeting Protocol via Remotely**

President Parlér reviewed the Board Meeting Protocol for remote meetings.

1. **Address the presiding officer 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 the approval of any action item.**
3. **State your motions 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**

None were given as there were no requests from the public.

## II. **Roll Call**

Roll call was held with six of the eight members present at the time roll was called.

1. Hilda Parlér, President, Present
2. Kyle Shrauger, Vice-President, Present
3. Rev. Dr. William Seaman, Treasurer, Present
4. Michael Featham, Secretary, Absent
5. Valeska Lipani-Garrett, Director, Present
6. Amanda Bailey, Director, Absent (Arrived at 5:45 pm)
7. Hal C. Weatherman, II, Director, Present
8. John D. Lynch, Director, Present

### **Non- Board Members Present**

1. Mitchell Schwab, Interim Director
2. Jim Way, SchoolDev East, LLC
3. Erica Martinez, Charter One Registrar
4. Michael Way, Charter One
5. Melody Hudson, Charter One Marketing
6. Cristina Schubert, Charter One K-6 Curriculum Specialist

**III. Approval of the Agenda (Motion, Second, Discuss, Roll Call Vote)**

1. Hilda Parlér, Approved
2. Kyle Shraugher, Approved
3. Rev. Dr. William Seaman, Approved
4. Michael Featham, Absent
5. Valeska Lipani-Garrett, Approved
6. Amanda Bailey, (Absent until 5:45 pm)
7. Hal C. Weatherman, III, Approved
8. John D. Lynch, Approved

**Rev. Dr. Bill Seaman made a motion to approve the agenda as presented and was seconded by Kyle Shrauger.**

**Decision:** **There was no discussion. The motion was approved unanimously by a roll call vote.**

**IV. Board Organizational Matters**

**a. Vacant Seats Update**

**1. One Vacancy to Fill**

**b. Board Candidate Interview**

**1. Fayeson Tilley**

The Board members welcomed Ms. Tilley and asked her two questions each. She responded to all of them and at the end of the interview asked the Board some questions. The Board thanked her for her willingness to serve and for having attended the interview. Ms. Tilley was dismissed after the interview.

**V. President's Report**

The required 1-Year Delay Monthly Report for October was shared and highlighted the 3 areas: happenings of the Board since its previous meetings in October including draft minutes, marketing, and facilities updates for WPA.

**VI. Vice-President's Report**

The report included the announcement that the State Charter Schools Advisory Board voted unanimously on November 9 to recommend the WPA's amendment request to its charter for a second 1-year delay to the State Board of Education. It will be presented to the State Board of Education at its December 6 or 7 meeting. That was the last one-year delay that WPA can request.

An update on Charter School Laws: 115C-218.7 (Material Revisions of Charters), 115C-218.75 (General Operating Requirements), and 115C-218.94 (Identification of low-performing and continually low-performing charter schools) were reviewed as are done at

## VII. **Management Reports**

### a. **Interim Director's Report**

#### 1. **Academics**

To be given after school opens

#### 2. **School Events**

To be given after school opens

#### 3. **NC ACCESS Fellows Institute Session IV Report**

Mitchell Schwab shared the main goal at the November 12 session was to provide a greater understanding of the barriers to equity within the educational system. He summarized the required reading for the session from the book, [Achieving Equity and Justice in Education Through the Work of Systems Change](#) by Jennifer Neitzel.

### b. **Charter One**

#### 1. **Monthly Financial Report (After School Opens)**

#### 2. **Hiring of Outreach Consultant for Marketing for Economically Disadvantaged Students**

This position has been placed on hold due to the request for a second 1-year delay.

#### 3. **Marketing**

Updated overall marketing for Nov. 18 was shared. The interest list of over three thousand families is still very strong.

### c. **SchoolDev East Development Facilities Report**

#### 1. **SchoolDev Representative**

Jim Way attended the Wake Forest Board of Commissioners' meeting on Nov. 17 and updated the Board on the progress of the developer's appeal regarding the denials by the Wake Forest Planning Board and Board of Commissioners as voted on respectively on October 6 and October 20 of the major site plan and subdivision plan for WPA.

#### 2. **WPA Board Ad Hoc Facilities Committee Report**

No report was given and the committee will resume meeting after the direction of SchoolDev East.

## VIII. **Treasurer's Report**

The report was given noting no activity for the month.

IX. <sup>Governance</sup> **Closed Session**

No Closed Session was held.

X. **Discussion Items**

a. **Board Candidate**

The Board discussed observations made during the interview with Ms. Tilley.

XI. **Action Items**

a. **Approval of the October 15, 2020 Board Meeting Minutes (Motion, 2nd , Discuss, Roll Call Vote)**

**Decision:**

**A motion was made by Kyle Shrauger and seconded by Hilda Parlér to approve the October 15 minutes as presented. There was no discussion. The motion was approved by the majority 5 for and 1 abstention by roll call vote.**

- 1. Hilda Parlér, Approved**
- 2. Kye Shrauger, Approved**
- 3. Rev. Dr. William Seaman, Approved**
- 4. Michael Featham, Absent**
- 5. Valeska Lipani-Garrett, Approved**
- 6. Amanda Bailey, Absent**
- 7. Hal C. Weatherman, III, Approved**
- 8. John D. Lynch, Abstained (was not an official Board Member at this meeting)**

b. **Approval of the October 27, 2020 Special Board Meeting Minutes**

**Decision:**

**A motion was made by Rev. Dr. William Seaman and seconded by Valeska Lipani-Garrett to approve the Oct. 27 Special Board Meeting Minutes as presented. There was a short discussion regarding the placement of the roll call results in the minutes, but was approved by the majority 5 for and 1 abstention by roll call vote.**

- 1. Hilda Parlér, Approved**
- 2. Kyle Shrauger, Approved**
- 3. Rev. Dr. William Seaman, Approved**
- 4. Michael Featham, Absent**
- 5. Valeska LipanipGarrett, Approved**
- 6. Amanda Bailey, Absent**
- 7. Hal C. Weatherman, III, Approved**
- 8. John D. Lynch, (Abstained and was not present at the Oct. 27 meeting)**

**c. Approval of the Board Candidate**

**Decision:**

**A motion was made by Hilda Parlér and seconded by Valeska Lipani-Garrett to not take action on the approval of Ms. Fayeson Tilley at this time. A short discussion was held. The motion was approved unanimously by roll call vote.**

- 1. Hilda Parlér, Approved**
- 2. Kyle Shrauger, Approved**
- 3. Rev. Dr. William Seaman, Approved**
- 4. Michael Featham, Absent**
- 5. Valeska Lipanip-Garrett, Approved**
- 6. Amanda Bailey, Absent**
- 7. Hal C. Weatherman, III, Approved**
- 8. John D. Lynch, Approved**

**d. Approval of Public Comment Policy**

No action was taken on this item as it was pointed out that the Board approved it as amended at its October 15 meeting. Charter One shared the revised version indicating the re-wording of the first sentence that now reads:

1. Speakers shall submit a written request via email (or complete the public comment form on the website) no less than 24 hours prior to the scheduled regular board meeting, stating their first and last name, email address, and affiliation to Wake Preparatory Academy, if any, to Board@wakeprep.org (mailto:Board@wakeprep.org). The Board may vote to waive the 24-hour written request requirement.

## XII. **New Business-Board Retreat Professional Development Training**

The Board held its first retreat which professional development is held on various topics to enhance the professional growth of the Board as related to what it takes to be an effective Board member of a Governing Board of a charter school.

### a. **Charter School Finance-Dr. William Seaman, Board Treasurer**

Dr. Seaman summarized and reinforced in detail Charter School Finance which was covered at the Office of Charter Schools' Ready to Open Session #2 held virtually on Oct. 20. A key component for the WPA Board to remember is that "finance" is one of the key reasons why charter schools fail. It is not only the responsibility of the Board's Treasurer, but all Board members are to make sure the school is fiscally responsible.

#### 1. **Quiz**

A 5-item quiz was administered as a means to review what Board members had learned.

### b. **WPA Charter Agreement-Part 2-Sections 3 and 4, Hilda Parlér, Board President**

President Parlér's presentation covered Sections 3 and 4 in the WPA Charter Agreement. Part 3: Binding Application and Part 4: Charter School Governing Board were reviewed. The goal is to review each part of the Charter Agreement at each regular meeting to ensure that all Board members understand its contents and that it is binding to our charter application.

#### 1. **Quiz**

A 5-item quiz was administered as a means to review what Board members had learned.

### c. **Ready To Open OCS #1 Evaluation and Feedback Revisions Due 12/1/2020-Mitchell Schwab, Charter One, Interim Director**

Mr. Schwab updated the Board on areas that were revised based on the evaluation and feedback of the Office of Charter Schools' RTO consultants for Tasks #1, which were due and submitted on Dec. 2, 2019, before WPA's current 1-year delay. The revised document will be submitted to the Office of Charter Schools.

## XIII. **Public Comment (Review guidelines if needed.)**

No guidelines were given.

## XIV. **Next Agenda**

### a. **SchoolDev Update on Status of The Wake Forest Board of Commissioners' Decision Regarding Major Site Plan and Sub-Division Plan Denial**



**D. Update on the State Board of Education's Decision to Grant WPA a 2nd-Year Delay to open Fall 2022.**

**XV. Announcements**

The Board wished Mitchell Schwab a Happy Upcoming Birthday.

Hilda Parlér announced that she has been asked by the NC ACCESS Subgrant Team to serve on the NC ACCESS Equity Working Group. She agreed to serve.

President Parlér wished everyone a blessed and safe Thanksgiving.

**a. Next Meeting**

**1. December 17, 2020 Remotely**

**XVI. Adjournment - (Motion, Second, Discuss, Roll Call Vote) Time:**

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**Decision:** The motion to adjourn was made by Hilda Parlér and seconded by Valeska Lipani-Garrett. No more discussion of any matter on the agenda was entertained. The motion was approved unanimously by roll call vote.

1. **Hilda Parlér, Approved**
2. **Kyle Shrauger, Approved**
3. **Rev. Dr. William Seaman, Approved**
4. **Michael Featham, Absent**
5. **Valeska Lipanip-Garrett, Approved**
6. **Amanda Bailey, Absent**
7. **Hal C. Weatherman, III, Approved**
8. **John D. Lynch, Approved**

The meeting adjourned at 7:37 pm.

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Michael Featham, Secretary

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Date