



## Board Meeting MINUTES

DATE	August 24, 2023
TIME	5:30 p.m. EST
LOCATION	1209 Little Rock Rd Charlotte NC 28214

### I. Call to Order

*The meeting was called to order at 5:04 p.m. by Amy Bruining.*

### II. Roll Call

Board Member	Title	Attendance
Amy Bruining	Chair	Present
Ken Holt	Treasurer	Present
Mike Teeter	Secretary	Present
Daniel Tart	Member	Present
Bitika Williams	Member	Present
Rachelle Reid	Member	Present
Steve Jones	Member	Present
Tammy Winstead	Ex Officio	Present
Tom Winstead	Ex Officio	Present

*A roll call established a quorum.*

### III. Approval of the Agenda



**Decision:** *Motion to approve the agenda was made by Bitika Williams and seconded by Daniel Tart. There was no further discussion and the motion passed unanimously via the roll call.*



## IV. School Updates

### A. Introduction of Charlie French

*Mrs. Winstead introduced Charlie French to the Board.*

### B. Academics

Preliminary Results look positive and show academic growth.

Scores are not released for public view.

NWEA, 3rd Grade BOG, Dibels and other assessments are underway. Reports are forthcoming.

*Mrs. Winstead shared an update regarding the academics and recent formative assessments that are being administered at the school.*

### C. Calendar and Events

Fundraiser in September

*Mrs. Winstead shared the plan to use the September calendar to raise funds for the school.*

### D. Enrollment

First 20 Days ADA will be available at the next meeting.

*Mrs. Winstead shared that the ADA will be determined after the 20th day of school.*

### E. Transportation Update

Full Driving Staff

*Mrs. Winstead shared that the school does have enough bus drivers to support the school's need.*

### F. Staffing Needs

Student Support (One Position)

Art Teacher (One Position)

MS Social Studies (One Position)

*Mrs. Winstead shared open positions and staffing needs.*

### G. Compliance

SAM registration being renewed this month

Epicenter Items: EC Services Charts

MCNC/E-Rate Firewall & Acceptable Use Policy (CIPA Compliance)

New Laws - May Require Updates to our Policies

Bathroom

*Mrs. Winstead shared an update on compliance as well as the new laws that may result in the need to update certain school policies.*



- H. Covid Response - JDS will follow the current Sick Policy, unless the CDC releases new guidance. Someone who is not showing signs of illness may remain at school.

*Mrs. Winstead shared that the school will follow the school's current sick policy, but will follow the CDC should new guidelines be released.*

## V. Finance Update

- A. FY23 Budget being finalized for audit

*Mrs. Winstead shared the adjustments made to the FY23 budget. The budget is being finalized for the upcoming audit.*

## VI. Closed Session (Motion/Second/Discuss/Roll Call & Vote)

Pursuant § 143-318.11.(a)(1) to prevent the disclosure of information that is privileged or confidential and § 143-318.11.(a)(5) to discuss the acquisition of real property.



**Decision:** Motion to enter closed session Pursuant § 143-318.11.(a)(1) to prevent the disclosure of information that is privileged or confidential and § 143-318.11.(a)(5) to discuss the acquisition of real property was made by Rachelle Reid and seconded by Bitika Williams. There was no further discussion and the motion passed unanimously via the roll call. The Board moved into closed session at 6:35 p.m.



**Decision:** Motion to exit the closed session was made by Ken Holt and seconded by Rachelle Reid. There was no further discussion and the motion passed unanimously via the roll call. The Board exited the closed session at 6:40 p.m.

## VII. Approval of the Consent Agenda (Motion/Second/Discuss/Roll Call & Vote)

- A. The Children's Theater of Charlotte's Agreement with Jackson Day School, effective September 2023 through May 2024.
- B. The Booster Enterprises contract for the Fun Run Fundraiser for the 2023-2024 School Year.
- C. Mrs. Charlie French to submit the consolidated assurances in the absence of Mrs. Tammy Winstead.
- D. The updated 2023-2024 Academic Calendar
- E. The June 5, 2023 Board Minutes
- F. The April 27, 2023 Board Minutes
- G. The August 21, 2023 Board Minutes



**Decision:** Motion to approve the consent agenda which included the CTC agreement, the Booster Enterprises a was made by Mike Teeter and seconded by Bitika Williams. There was no further discussion and the motion passed unanimously via the roll call.

## VIII. Discussion, New Business and Action Items

- A. The approval of the costs associated with the HVAC repairs, which will exceed the \$10,000 threshold for allowable expenditures limit without prior Board approval.



**Decision:** Motion to approve the expenditures associated with repairs of the HVAC system was made by Rachelle Reid and seconded by Mike Teeter. There was no further discussion and the motion passed unanimously via the roll call.

- B. The approval to contract with Melinda O'Connell to establish the NSLP at JDS.



**Decision:** Motion to approve the contract with Melinda O'Connell to establish the NSLP program at JDS was made by Bitika Williams and seconded by Daniel Tart. There was no further discussion and the motion passed unanimously via the roll call.

- C. Approval of the 2023-2024 Proposed Budget



**Decision:** Motion to approve the 2023-2024 Proposed Budget was made by Ken Holt and seconded by Steve Jones. There was no further discussion and the motion passed unanimously via the roll call.

- D. Code of Conduct-Vaping

Mrs. Winstead shared concerns with the magnitude of vaping in today's society. She will work to provide education for students to explain how vaping can be harmful to health. Mrs. Winstead will continue to apply consequences per the handbook, with leniency as appropriate and based on an individual's behavioral record, as well as their age. At the discretion of the Head of School, there may be a shorter suspension term for a first offense. Consequences increase on a second offense. The Board supports the judgment of Ms. Winstead and her decisions on a case-by-case basis.



# ***Jackson Day School***

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1209 Little Rock Rd Charlotte, NC 28214

## **IX. Announcements**

*None*

## **X. Adjournment**

*The meeting was adjourned at 7:32 p.m.*