

Jackson Day School

Board of Directors Regular Meeting Minutes

September 30th, 2021

A quorum was confirmed. The meeting was called to order at 5:39pm

Present: Amy Bruining, Ken Holt, Rachelle Reid, Steven Jones, Daniel Tart, Bitika William, Tom Winstead, Tammy Winstead (Kasey West, Alexis Tyron)

Absent: Mike Teeter,

1. Previous Minutes (July) – Ken motioned approve as submitted. Daniel Tart 2nd. All agreed.
2. Covid Response and Monitoring Updates
 - a. A Covid Dashboard is kept up to date on the school website with stats
 - b. 42 total confirmed cases of community members since start of school. 52 non-vaccinated students have been quarantined since start of school.
 - c. Currently today there are 16 active covid cases. (1 staff, 15 students)
 - d. Covid Measures: All approved measures are still in place and practiced daily. The only area seen that could be improved right now is spreading out students during lunch. Soon, the old gym will be used for lunch as well so students can be spread out when eating. Once the catering staff is lined up for a second kitchen and the builder opens bathrooms in the new gym this will start. Target date is 10/18.
 - e. **MASK VOTE:** A motion was made to continue current masking protocol. (all students and staff wear mask at all times indoors except when eating or drinking while stationary) Ken Holt motioned to approve it. Batika Williams seconded.
Vote was unanimously approved.
3. School updates
 - A. Covid tracing and quarantining decisions continue to be arduous deliberations and attempt to keep people safe while aiding families and students as much as possible.
 - B. In-person Curriculum Night in September was changed to a virtual event due to some active covid cases. 80% k-5 attended theirs.
 - C. In-person Spirit wear sale and book sale was held and was very successful.
 - D. Homecoming on 10/23 will be an inperson event. Masks must be worn when indoors
 - E. Fall Festival on 10/29 will be an inperson event. Masks must be worn when indoors and in the bouncers.
 - F. Teacher Conferences are going now through 10/12 and are hybrid in-person/virtual.

- G. Limited amount of volunteers are currently being allowed in school for aid.
- H. Spirit week Oct. 18-22
- I. Picture Week Oct 25-28
- J. Finishing up MAP Data testing.
- K. BOG's for 3rd grade are in – 53% proficient
- L. Behavior – over all is going very well. Dress code is the most common offense and other minor infractions.
 - 6 upper school students have been disenrolled for behavioral reasons.(Tier 4)
 - 2 students hav been disenrolled for behavioral reasons (Teir 4)
- M. Field Trips – Admin would like to begin field trips again. Masks will be worn when inside vehicles and buildings.
 - Local trips will begin during school
 - Camp Mariner, Upper School and Senior end of year trips will need to begin planning. Discussion was held for input on beginning planning for those trips, even if they have to be canceled. All felt comfortable with moving forward with planning end of year trips at this point.
- N. Busing Update/After School
 - A. Both filled up very quick this year, primarily due to workforce shortage that the country is experiencing; hiring teachers and drivers. But is smoother than start of last year. Hiring will continue. An additional bus is necessary in the near future.
- O. Enrollment –
 - a. Enrollment for the first 20 days was 745 students (for funding)
 - b. Daily attendance was 729.
 - c. Average of the two was 738 students. Target Goal was 740.
 - d. State budget has not been approved, but expect a Hold Harmless Clause for Charter schools to budget at expected enrollment instead of actual.
 - e. Current enrollment is 722.
- P. Budget
 - The Budget vs Actual to August 2021 was reviewed and discussed.
 - Most areas are right on track.
 - Facilities – is high because a lot of moving costs to get in the new building. However, there are also expenses here that were spent in the flooding of the lower and upper buildings that will eventually be reimbursed by BCCG.
 - Transportation – is high due mostly to vandalism and theft to vehicles due to the removal of lights, gates and fencing by BCCG. There have also been a lot of vehicle maintenance as we have used them more.
 - Currently cash is in line to meet the end of year goal.

- Gym Expenses: planned expenses were reviewed. Unplanned expenses were reviewed. There were funds in the bond financing to cover most of them that will be drawn down. (\$250,000)

4. Construction update

- A. TCO – currently have a Temporary Certificate of Occupancy. Once all items are met we will get a CO.
- B. BCCG have been taken off of the parking lot, trees and other remaining items as well as phase 2 due to the issues discussed.
- C. Harmon Construction has been hired to oversee BCCG's completion of their portion and phase 2.
- D. The contract with Harmon Construction will be presented to the board soon and will need to be rejected, adjusted or approved as soon as possible so the transition of builders and the work can continue smoothly.
- E. The field house design is complete and is being submitted to permitting today. Plans were reviewed and discussed.
- F. Moving into the new building
 - a. Expenses and progress was discussed. (movers, internet, phones burglar, cabling, etc. on top of erate grant.
 - b. Recommend holding on the PA system proposal for budgetary reasons at this point.
- G. Large Punch List – a tremendous list was made and time taken because it actually was not ready for punch list even though it was requested. Toilet sizes, plumbing issues, non-painted areas, drainage adjustments, fire system, tile issues, etc.
- H. Lockers, flag pole, bleachers, stair treads, etc still have to go in.
- I. Flood Claims and BCCG Insurance – this is still being battled and BCCG and their insurance company are not cooperating with paying out the claims that were filed in Nov. 2020 and April 2021. **It was agreed that money remaining in construction payouts will be retained until the insurance claims are settled.**
- J. A lien for flooring has been filed against the building. The school has paid all flooring related invoices. BCCG has not paid the first floor contractor that was rejected for quality of work. **It was agreed that money remaining in construction payouts will be retained until this is settled OR a bond will be taken out.**
- K. Harmon Construction was halted in their progress of grading today because of multiple items that were done by BCCG were identified as issues that have to be addressed before new work can begin.
- L. BCCG/Paul Lemleys letter stating monies owed by the school – the information was discussed and numbers and evidence reviewed to show the invalidity of the claims. The CPA, Nigel Bearman, is working with school and documentation to show a valid account. It should reflect owing 12.1 million rather than 13.7 million. And 1,066,000 will be reimbursed by NCDOT later. This is a huge tasks that has required a great deal of school staff and resources that were not planned.

- M. NCDOT reimbursement – all paper work has been submitted. Discussino with Leah Wagner with NCDOT to make sure everything is in order. She is trying to get it complete before she leaves her position. One unkown, after approved as reimbursable is that the NCDOT budget is not set yet and will have to wait until they are able to pay it out.
- N. Harmon Constrution – A Notice to Proceed was reviewed that will allow Harmon Construction to move forward with the needed grading for the CO to be completed before a GMP Contract for Phase 2 is signed. If he is not signed for the full Phase 2 the Notice allows a payout of work done.

5. Possible Transition in Construction/Repair efforts

- planned repairs for the lower building were discussed; roof, flooring after flood, gymnasium, etc. and their costs.
 - a. One possibility is to do those repairs and renovations
 - b. Another possibility is to tear down the existing lower building and replace it with a new building with a similar foot print but a different layout of space specifically designed for the school's needs.
 - i. Because most of the field money was used by BCCG in phase 1, the school would need to go through bond financing again for new funds.
 - ii. If this were to be done, now is an ideal time because
 - 1. we currently have all of our students out of the building anyway because of the flooding, and the student body can be accommodated. Any further in the future will require trailers to house students.
 - 2. The investor is still in conversation with us for our first bond financing and is excited about the thought of the project.
 - 3. The city is currently familiar with our development plans for the site and could easily transition instead of coming again years later.
 - iii. It would be for 9th-12th wil classes, electives and HS gymnasium. About 37,000 square feet. Because the site has been designed for a building there, staying in a similar foot print will be an easy swap out without site adjustments and development that we had with the first project or will have with another piece of land. A proposed site plan was reviewed.
 - iv. It would provide a small additional parking lot next to it.
 - v. A new building here would be about 10,7000,000. Along with the current building costs reviewed, the total school facility debt would be 42,990,000.
 - vi. Enrolling 100 less students next year 22/23 (826) would keep from needing modulars during construction. A growth projection was reviewed. This would still allow about 2ml in excess annually at full growth.
 - c. It was agreed that replacing the existing gym building would be the best way to go and that now is the best time to do it.

- i. A motion was made to approve the creation of a new “Reimbursement Resolution” to begin investigation and preparation of a new building there and for that vision to move forward.

Motion was made: Batika Willimas, seconded by Rachelle Reid.

Motion was unanimously approved.

6. New Business:

Motions/Voting

- Motion to continue current Covid Mask policy – Approved
- Motion to approve the creation of a new “Reimbursement Resolution” to begin investigation and preparation of a new HS/demo of old gym.-- Approved

Meeting was adjourned: 7:10 pm

*Minutes respectfully submitted by Tom Winstead

