

## Board Meeting July 16, 2013

The meeting of the Board of Trustees of *Cape Romain Environmental Education Charter School* was held on July 16, 2013 in Room 109

- ❖ The meeting was called to order at 6:05 p.m.

- ❖ The following 5 members of the board were present at Roll Call:

Michael Meleca, Tracy Jones, Alicia Leland Bruner, Angie Riley and Harriet Futch  
July Interim Principal, Margaret Crouch also in attendance

Guests in attendance were: Patty McClellan (Data clerk) and Joanna McClellan (minute taker)

Chairman Alicia L. Bruner called the meeting to order @ 6:05 pm

- ❖ Minutes of Previous Meeting

Harriet Futch makes a motion to approve previous meeting's minute. Michael Meleca seconds and all agree.

- ❖ New Business

### 1. New Principal

Hoping to be able to announce/meet our new Principal, Mary B. Cannon but received news today that she will call us tomorrow to give us her answer. Unexpected set-back...Waiting on her acceptance. Unfortunately the salary for job she is waiting to hear from has a much bigger (Margaret Crouch). So nothing to vote on yet.

Jenifer Wicker has more environmental skills/ 2 candidates very close in qualifications

Bobby Brown resume received, from NC

"At will contract" very scary for parents/staff/students. CREECS needs a principal that will stay more than a year. We need commitment! Would be great to have 90/60/30 days notice.

For new candidates: "Why CREECS?"

### 2. Fixed Assets Policy

Adopt the Charter district Fixed assets policy, everything over \$500 to be considered. This needs a vote.

Alicia Bruner makes a motion to adopt \$500 fixed assets policy, Michael Meleca seconds and all agree.

### 3. Lease Agreement

CREECS needs to make payments to ARA.

Modular: Needs thousands up front/ \$1,250-\$1,750 a month...need to budget for repairs also.

*Custodian* duties are being paid through ARA and CREECS will add in that money with lease payment.

Angie Gathers would like a raise to \$12.50

And paid vacation...She is part-time so no paid vacation but pay raise is appropriate.

What does Lease note say about interest rate? It is easy to amend a lease if we need to do so, Lease is paying down debt/ ARA is ok with using this money for new roof, windows & doors.

\$3,000/ month- ARA will be flexible with CREECS payments, depending on our cash flow. Will ask Melissa. 2013/2014 budget includes 4K teacher

Our lease is very basic: Alicia will send lease out to all members...want budget to match the lease.

UPDATES; Margaret Crouch

Ed Lewis is hired as the new 5<sup>th</sup>/6<sup>th</sup> grade science and math teacher/ to split with Tracy Thornley who will be ELA/Social studies

CLASSROOMS: teachers upset because they will have to move from last year's classroom....Moving around is purely space/class size related. 5<sup>th</sup>/ 6<sup>th</sup> grade teachers will just have to switch rooms because of class sizes.

Changing old library into a classroom. Books have been sorted...some kept and some thrown away.

Michael working on hinged cabinet/storage

Science lab is a great selling point for the school! Great room now!

Waiting on quote from company doing the floors.

No snack store this year. Possibly healthy vending machine? And we add the snacks?

NO VENDING MACHINE!

❖ *Executive Session* begins at 7:12 p.m.

❖ **Adjournment**

Harriet Futch makes a motion to adjourn at 7:30 p.m., Angie Riley seconds and all agree.

Respectfully Submitted,

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Joanna T. McClellan