



**TPA Academy Charter School Board Meeting Minutes  
May 28, 2015**

The regularly scheduled board meeting of the Board of Trustees (the "Board") of The TPA Academy Charter School (the "School") **was held on May 28, 2015 at 7:00pm p.m. at the TPA Campus.**

**Meeting was Call to Order** by Chairman Mojica at 7:00pm

**Attendance:** The following **members of the Board were in attendance:** Peter Mojica (Chair); Susanna Parker (Vice-Chair); Nancy Borrell (Secretary & Vice-Chair Governance); Dan Ward (Chair Finance), Kelly Wilkes (board member); Melissa Wise (Treasurer) and Heather White (board member). A board quorum was established for the meeting. Patty Moreira (Managing Director) who had announced that she would be late arrived at 7:21pm.

**Reading of Conflict of Interest Reminder NCGS 138A-15(e)** No conflicts by board members stated.

**A Motion to Approve Previous Minutes:** Nancy Borrell made a Motion seconded by Melissa Wise to approve the minutes of May 22, 2015 as reviewed and distributed by the board. After unanimous vote the minutes were approved and the motion carried.

**No Public Comments**

**Finance:** Dan Ward provided the Finance Committee Report. The budget is scheduled to be approved on June 9, 2015. The bond will close Monday or Tuesday. The bonds we are issuing now will cover the TPA Building and we could purchase in the near future. (See attached budget).

**Taskforce and/or Committee Reports**

**Real Estate:** The hope is to announce the permanent site by June 9, 2015. The site will be located within 3 square miles of our existing TPA location. Once the board votes to approve it the ACD will buy it, develop it and we will move to the permanent location. It will take approximately 2 years to build it. After 3 years we can issue our own bond and could purchase the property from ACD.

**Construction:** Dan sent the list of needs and ACD will send Inspector. Chairman Mojica will meet with them Saturday. See Handout attachment submitted by Dan Ward.

**Transportation:** Melissa Wise stated that the taskforce met and discussed idea to integrate school buses. A survey to assess interest will be conducted in order to determine best use of buses. She shared Carpool.com as an example of potential services.

**Advancement:** Nancy Borrell shared that the Taskforce met for the first time last week. The focus will be creating funding streams that have maximum return on investment and cultivating relationships for financial school sustainability. The Taskforce will meet 3 Mondays in June to work on their Strategic Plan with newly recruited members that Susanna is reaching out. Taskforce agreed to build a strength based team and have identified their first low hanging fruit fundraiser. They will not duplicate efforts with the PTO as we envision a great partnership. A mission statement was developed and will be posted on the website.

**Before and After School:** Kelly Wilkes stated that she had not received any applications yet. Two board members volunteered to help her. She stated that they will oversee enrichment program potential earnings. Nancy Borrell suggested a Tutoring Program which is already in progress through the SLT. Sumer Camps were discussed as income streams.



**Security:** Peter stated that they met and envision a holistic approach to Security and Safety. They will work on a security set up package such as video surveillance security system. The MD suggested system for the front office with license scanning capabilities for the taskforce to explore.

**Operational:** Mama's Pizza made a presentation for the Hot Lunch for next year. The Hot lunch can become a big fundraiser and Mamas Pizza has the software system to manage it for the school. Mama's pizza can train volunteers to access the software and coordinate fundraising campaigns. They need three days a week to cover basic operational expenses to run the program the system will be at no cost to the school and no merchant fees will be charged to us. After discussion the board recommended that the contract be with the PTO. Mama's Pizza will also manage the contracts with other vendors to provide hot lunch.

**Academic:** MAP scores are good indicators of EOG outcomes and Ms. Moreira is confident that our EOG scores will be high based on the MAP results. We did not have the technological capabilities in the fall, but the initial MAP testing was in the winter. Ms. Moreira stated that we have made growth across each grade level and in every area of measure taken RIT scores increased as much as 9 points

**Performance Framework:** Susanna stated that the board passed 3 policies in the last 3 meetings and were submitted to the State. The Managing Director provided a summary of her performance standards progress (see attached handout). The board received all greens except in governance. The State DPI will facilitate an Open Meeting Law Training June 9, 2015 at the school campus.

**Board Policy Review:** Chair Mojica stated that the board and the Managing Director will be working on 28 core school and board policies this summer.

**Closed Session:** Nancy Borrell made a motion to go into close session according to statute 143-318.11(6) at 9:00pm seconded by Susanna Parker. Motion was carried unanimously.

**Open Session:** Nancy Borrell made a motion to go back into open session at 9:50pm and seconded by Kelly Wilkes. Motion was carried unanimously. Open meeting started again at 9:51pm. Heather White made a motion seconded by Nancy Borrell to approve the 2 grievance letters as presented to the board. After unanimous vote the motion was carried.

**Nancy Borrell made a motion to adjourn the meeting** seconded by Susanna Parker and carried unanimously. The meeting was officially adjourned at 10:00 pm.

**Action Item:** Peter Mojica will post the minutes on the TPA website.

Respectfully Submitted Nancy Borrell, Secretary, Governance and Academic Lead