

## THUNDERBIRD PREPARATORY ACADEMY

### BOARD MEETING MINUTES

December 18, 2014

Thunderbird Prep Academy, 7pm

#### ATTENDEES

Members Present: Mike Babbitt, Kelly Wilkes, Melissa Wise, Peter Mojica, Nancy Borrell (via phone)

TPA Staff Present: Patty Moreira

Partner Present: Trent Parker

Parents Present: Lina Poulos, Brian Stump, Travis Justice, Kathryn Lake, Debby Hess, Denise Deardorff, Heather White, Damien Speckman, Wendy Speckman, Jen Elliott, Amanda Ward, Tanya Feehan

1. Meeting was called to order at 7:11pm by Mike Babbitt.
2. Public Comments:
  - a. Amanda Ward- Asked the Board to reconsider the decision to move Kindergarten offsite for the next 2 years
  - b. Kathryn Lake- Discussed marketing suggestions for recruitment including flyers for preschools, ads in Charlotte Parent and Charlotte Mommies. She also suggested an internal survey to see what parents are happy with or not happy about. Suggested adding murals to the hallways.
  - c. Tanya Feehan- Asked the Board when we would decide about the offsite location for next year.
3. The minutes for the November 20 and December 24 were approved by unanimous vote.
4. Playground- The Board designated the playground buying process to Melissa Wise with the help of a parent task force. This passed unanimously.
5. Board Committees- The Board would like to re-establish the committees that were previously started. These include: Executive, Operating, Academic, Audit, Finance, Governance, and Advisory Board. Patty inquired about how the Academic should be sent up and asked whether or not a Board member is required to be the Chair. She suggested using the members of the SLT as the Academic Committee so that the two groups don't contradict each other. Mike Babbitt agreed that these two committees could be the same.
6. Managing Director Update- Patty Moreira discussed the success of the establishment of the PTO, Room Mom leadership, monthly calendars and weekly teacher communication. Moving into the second building has been a success with many parents helping teachers with that process. Carline has gone well since all grades are together and we started using the back lot today for carline. Patty would like to make a proposal to the city that we be allowed to have one start and end time instead of the staggered times. She would like to change this now because if we have a grade offsite next year, we don't want 3 staggered times. There will be a SLT meeting in January where they will be discussing 5<sup>th</sup> grade for next year. Patty wants to have teachers with subject expertise and possibly have students rotate classes. Patty feels that the event at Barnes and Noble was great and is enjoying seeing the community involvement.
7. Lottery- Peter Mojica provided a Marketing Committee update. The committee has planned on the following: flyers and facebook advertising in neighborhoods, articles in local papers, advertisements in local retail establishments and Pre-K programs. Open enrollment began on Wed, December 19. A press release has gone out regarding our new site and open enrollment. Marketing committee conference calls are being held on Wed nights at 8:30pm. A Frequently Asked Questions documents is being put together so that we have concise answers to common questions. For the lottery, parents can elect to run children separately or

using family name. Applications will be accepted through March 31 and then students are added to the waitlist. For running as a family, the student in the highest grade will be used automatically. For marketing, Amanda Ward suggested telling Ms. Sherry at the library so that she can advertise for us. Mike Babbitt suggested having a series of Covey culture nights for current and prospective parents.

8. Governance Update- The nominations packet is on the website and we may extend the deadline since the applicant packet was posted later than expected. Nancy Borrell reported that there are a few individuals already on the Advisory Board and that they are in the process of solidifying this Board.
9. Finance Update- Melissa has not yet received the requested invoices from Banyan for the storage expenses. She will provide that information once she receives it. An additional 63K has been spent on employee benefits outside of what was originally planned. Because of this, our HR ratio has been bumped to a higher percentage. This is due to TA benefits being offered. A suggestion was made to keep enrollment open, but this can't happen due to next year's enrollment.
10. The meeting closed at 8:20pm.
11. The next Board meeting will be Thursday, January 22 at 7pm at TPA.