

INVEST COLLEGIATE CONSORTIUM Inc.

MEETING MINUTES

Having consented to the time and place of the monthly meeting of the Board of Directors of Invest Collegiate Consortium, Inc. ("ICC"), the Directors of ICC held a monthly meeting on Thursday, April 12, 2018 at 6:00 p. m. at Invest Collegiate Transform Charter School. Conference call number: 712-770-5215. Access Code: 729149#

The meeting presided by Dr. Eddie Hoover, and Yolanda M. Malachi kept the minutes of the meeting. The following orders of business were discussed:

ROLL: The meeting was called to order at 6:04 PM by Dr. Eddie Hoover, roll called, and the following Directors were present:

Dr. Eddie Hoover, Dr. Mildred Huey, Yolanda M. Malachi, James Merrifield, and Dr. Erika Richardson. Debra Frazier and Pete Lash via conference call

OTHERS PRESENT: –Yolanda McClary and Danah Telfaire.

PUBLIC Participation: Alicia Hemp (Faculty)

ITEM 1 - Approval of meeting agenda and meeting minutes: Debra Frazier moved to accept the agenda and Yolanda M. Malachi seconded, and motion carried.

Debra Frazier moved to accept March 15, 2018 meeting minutes, seconded by Yolanda M. Malachi, and motion carried.

Yolanda M. Malachi moved to accept April 6, 2018 meeting minutes, seconded by Dr. Erika Richardson, and motion carried.

ITEM 2 - Nominating Committee: Dr. Eddie Hoover introduced and welcomed Dr. Mildred Huey and Dr. Erika Richardson to the board. Jim Merrifield submitted a document to the board members a calendar of the terms of all current and future board members based upon a strategy of staggered terms to maintain and preserve the organization and institutional memory/history of the board. He would like for board to review these terms and vote at the next board meeting.

ITEM 3: Finance Update: Reviewed updated cash flow report. Cash flow deficit reduced by \$40,000 compared to last month. Current ending cash (\$168,904.94). Rent payment made in the amount of \$200,000.00 in April. Jim Merrifield requested a budget that shows actual and year – to – date budget.

Acadia contract has not been signed yet. Conference with Acadia is scheduled for Thursday, April 19, 2018. Mrs. Danah Telfaire suggested having a conference call board meeting to approve Acadia contract so she can begin working on 2018-2019 budget.

ITEM 4: Charter School Operations & Salary: Dr. Eddie Hoover wanted to make sure that our salaries are competitive with CMS and area- charters to attract quality teachers. Mrs. Danah Telfaire has an updated copy of the CMS salary scale and uses it as a guide when hiring teachers.

ITEM 5: Action Items Update: Pete Lash was unable to reach Denise Watts due to death in her family. The board may consider allowing Cande to complete her audit first followed by Denise Watts. Once Denise Watts submits her proposal, Pete Lash will e-mail to the board for review.

Anne Marie from Sparks Creative Ideas is ready to begin survey. Phase One will consist of interviews with Head of School, administration staff, board members, and collegiate leaders. Second phase will include e-mail survey to parents. The purpose of the survey is to get a full understanding of what is our message, what are we selling, and how do we want to be known in the community.

Pete Lash made a motion to purchase a 5x24 Now Enrolling banner for \$697.00, Jim Merrifield second, and motion carried.

ITEM 6: Head of School Report: A third grade collegiate leader has turned in her two weeks' notice. Mrs. Anne Reid will be the permanent sub until the end of the year.

Jim Merrifield made a recommendation for the board to form an Academic Advisory Committee Chair by Dr. Mildred Huey. Dr. Erika Richardson, Wanda Little, and Yolanda M. Malachi will be on the committee.

Mrs. Danah Telfaire proposed hiring two tutors: one for third grade and the other for fourth and fifth grade to help prepare for the EOG. Yolanda M. Malachi asked about a tutor for middle school and Mrs. Danah Telfaire stated administration is working on finding a middle school tutor. Dr. Mildred Huey suggested prior to hiring the tutor, she would like the Academic Advisory Committee to meet to review bench mark data to evaluate and determined the effectiveness of the tutors. The board agreed.

Reenrollment is currently at 286. Marketing suggestions to increase enrollment is placing Now Enrolling yard signs throughout Mecklenburg County. Dr. Erika Richardson suggested social media ads.

Based on benchmark data less than 50% of students are expected to score 3 or higher on the EOG in fifth grade. Dr. Mildred Huey expressed her concern that the number is not lower. She would like to review trend patterns for test scores during the Academic Advisory Committee. More than 50% of our students should be passing end of grade testing.

The school registrar Tracy Hudson is now part-time. Linda Mendez will assist with registrar. Mrs. Telfaire requested to place opaque coverings in the impart rooms for safety reasons in case the school is in real lock down situation.

Debra Frazier expressed her concern about the No Tolerance Policy and its effectiveness. The school is spending a lot of money for contracted services with minimal to no improvement in third grade behavior. Yolanda M. Malachi suggested hiring a licensed psychologist who is at the school daily to assist with emergency behavior situations versus having contracted services that is only at the school two to three days a week.

Mrs. Danah Telfaire presented two staffing model proposal for the 2018-2019 school year. Board agreed to wait until the audits and surveys are completed before making a final decision.

Mrs. Danah Telfaire is working on Parent Appreciation Night that is schedule for May 17, 2018. Jim Merrifield asked, Dr. Erika Richardson to assist Mrs. Danah Telfaire and Dr. Erika Richardson agreed to assist.

ITEM 7– New Business and commitment: Jim Merrifield submitted a report for new building contracts which can save the school \$20,794.00 for the 2018-2019 school year. Once new

contracts are received, board will review and vote. Yolanda M. Malachi informed the board of Teacher Appreciation Week. Yolanda M. Malachi made a motion for \$200.00 for coffee and donuts for teachers on May, 7, 2018, Jim Merrifield seconded, and motion carries.

ADJOURNMENT: There being no further business of the board, Jim Merrifield moved to adjourn the meeting, seconded by Yolanda M. Malachi and the meeting was adjourned at 8:12 PM by unanimous vote.

Respectfully Submitted,

Yolanda M. Malachi

Secretary

Invest Collegiate Consortium