

**Sugar Creek Charter School
Board of Directors Meeting
Main Campus
4101 N. Tryon Street
Charlotte, NC 28206
September 18, 2023**

Board of Directors Meeting Minutes

Attendance:

- **Board Members:** Bryan Ives, Jerry East, Jared Young, Tom Van Popering, Stacy Moultrie, Christian Robinson, Curt Oliver, Matthew Tilley
- **Ex Officio Board Members:** Cheryl Turner, Jamaal Young, Richard Russell, Brandy Morrison, Celeste Sundo
- **Staff Attendance:** Eleanor Shell, Cherie Graham, Melisa Gaddy, Marcella Elijah

Call to Order: Bryan Ives at: 4:35pm

Approval of Minutes: Bryan Ives made the motion to approve the minutes of the August 21, 2023, meeting with Jerry East seconding the motion. The motion was carried unanimously.

Superintendent's Report: Cheryl Turner

- Presently have 1586 students for the 2023-2024 school year.
- We will get \$3,920 per student from CMS for the school year and recently received \$55,000 which was owed to us from SY 2022-2023
- SCCS will be on Fall Break from 10/16 - 10/30
- Walk-A-Night for Families 9/21/2023 from 5:30pm-7:00pm. The focus will be Intervention.
- Fall Festival will be on 10/12/2023 from 5:00pm - 7:00pm.
- Relationship with StarMed yield free physicals for our athletes and pre-school vaccinations for incoming kindergarteners.

- Men and Women of Promise: Conference for students in grades 9-11 provided by Paradigm 360 on 9/22/2023.
- SCHS 12th graders will be on college campus tour at Johnson C Smith on 9/22/2023.
- SCCS is eligible for a 10 Year Statutory Charter Renewal based on our results with comparable groups
- Weekly Curriculum Meeting: 9/18/2023: Grades 3rd through 8th are averaging close to 55% proficiency.
- Vacancies: 1 Teacher, 2 Curriculum Leaders in Elementary. 4 Teachers in Middle School.
- The increase of 92 EC Students for a total of 169 is proving costly. EC Team is in the process of developing behavior modification plans.

Finance Committee Report: Stacy Moultrie

- Final YTD June 30, 2023 results show a net deficit of \$1,287,332. 90% of budgeted revenue and expenses were utilized during the year.
- The charts that accompany the final June 30, 2023 results include graphs on the allocation of revenue and expenses. Revenue was 50% from state, 26% from local sources, 19% from federal with remaining revenue from other sources.
- 69% of expenses were related to salaries and wages.
- While numbers have been finalized, we are pending completion of the final audit and will review the audit report at a future meeting.
- We're still pending enrollment numbers to finalize the 2023-2024 budget. YTD results for through 8/31/23 are included in the budget tracker. We should be able to have a budget populated to review how we're tracking against the budget by the next meeting.
- Cash balance at 8/31/23 is \$5,439,583.

Nomination and Governance Committee: Jerry East

- The Committee moved that Article VI, Sections IV.3 and Article VI be amended to reflect our Deputy Superintendent instead of Chief Operating Officer. The motion was carried unanimously.
- The Committee moved and the board unanimously approved to add Celeste Sundo as an ex-officio member of the board.

- As a board we need to start thinking about additional board members. We currently have twelve members, two will leave at the end of the school year. Names discussed were Gus Parker, MD a retired OB-GYN, Todd Collins the CEO of Red Hill Capital and Reggie Gaither a SVP from South First Bank.

Development Committee Report: Eleanor Shell

- Working on "operationalizing" communications to be more effective.
- Beehively is an educational portal for communication from teachers to families that will be used. We are busily populating parent and student information.
- At SCHS, social media will be used as an avenue to depict what is going on in the school and highlight activities.
- StarMed is expanding its relationship with SCCS to improve Mental Health awareness.
- We are looking for Latin American community partners. Our Hispanic student population is growing and we need a voice into those parents.
- Launching Booster Club for athletics after Fall Break. Popeye's is to be a partner offering \$100.00 gift certificated at the games.
- Partnering with Queen City Metro for recruitment and enrollment by way of sponsored articles.
- Class project with Leadership Charlotte with Mr. Livingston and students from the High School on the topic of Social Capitalism.

Student Experience Report: Christian Robinson

- None

Human Resources: Matthew Tilley

- No Report, but Matthew gave a General Assembly update
- General Assembly update:
 - NC is now a School Choice state
 - CSAB is now the Charter School Review Board
 - Change: There is no longer an enrollment red cap as long as we are not low performing.

- Parents have the right to know about grades, curriculum, student health, etc...
- Budget: We do not yet have a state budget. It is likely to be set in the next 48 hours and will impact teacher salaries.

Facilities Report: Garrett McNeill

- None

Information Technology Report: Jared Young

- Emerge Consulting (the School's outside IT consultant) – Jared had a meeting with Emerge's CEO and system engineer to discuss communication status, documentation, cybersecurity policy practices, and overall support needs for SCCS. Jared has received documentation from Olivia at Emerge capturing ongoing and resolved tickets, network topography, and a copy of their service level agreement for further review.
- To start with accountability, job descriptions for both SCCS IT techs was requested from Nichelle for our review. Jared is currently waiting for this documentation.
- Communication avenues must be established between SCCS Executive Leadership and Emerge personnel. Periodically discussing ongoing issues and projects while broadening the channel of accessibility to Emerge support personnel will benefit SCCS.
- An Emerge technician is onsite every Tuesday but appears to have low visibility to administration. This technician is an additional resource and should be able to provide timely IT support updates to SCCS administration upon demand.

Old Business:

- None

New Business:

- Next board meeting is Monday, November 13, 2023 at the Main Campus.
- Executive Committee and Superintendent need to discuss board committee assignments

The Board adjourned at 5:54pm.