

Guilford Preparatory Academy
Board of Directors Meeting

Date: May 4, 2016

Location: 5-8 Cafeteria

Time: 6:30pm

Present: Alton Woods, Dawn Popple, Regina Davis-Williams, Robin Buckrham (non-voting)

Absent: Thursday Rice

6:34 meeting called to order by Mr Woods.

Minutes were read from previous months meetings. Mr Woods made a motion to approve the minutes. Dr. Williams Davis seconded the motion. The motion passed unanimously.

Finance Report- Our March budget showed 56k surplus. Mr Woods streamlined the budget even more by line items-He updated the board on line items that were under and over budget so that we can get Acadia to update the budget again. Discussed our substitute line item. Dr. Regina Williams Davis made motion on the most recent March budget revisions. Dawn Popple seconded the motion. The motion passed unanimously.

Principals Report by Dr. Buckrham

Our school was selected to attend the NCDPI 2017 Student Leadership Institute

We are sending a team of students in grades 3-8. Their mentor will be Mrs Adams and she received her training last week

NCDPI will host the 2017 Student Leadership Institute from June 28-July 1, 2017 for rising 4th-12 graders at Pfeiffer University in Misenheimer, NC. Institute facilitators will engage participants in active, minds-on, hands-on learning that will assist students and their adults mentors with developing the skills needed to engage in at least one service-learning experience when they return to their schools and communities. Its an exciting opportunity to build strong character, develop leadership skills and engage in service-learning experiences! This is a competitive application process with limited slots.

DC Field Trips

Our 5th and 7th graders went on field trips to DC and had a great time. We will be using some of the photos for end of the year presentations.

Our request to add Spanish Immersion Kindergarten to our program was approved. An announcement went out on the Connect Ed System. I sent in the ad to be aired on WNAA beginning Monday and we will hold the lottery for 18 slots at our May 25 meeting.

Teacher Appreciation Week is next week and the PTA has planned activities for teachers each day. The school will provide lunch on Friday.

Mrs Sultana has been working with students in 7th and 8th grade each week via Skype. Dr. Cole informed me today that he is seeing some growth on his latest assessments. We will know for sure if our efforts are working next week when we take our last benchmark assessment for the year. We will have a couple of Saturday Academy sessions beginning this Saturday. She will Skype in, Dr. Porter from CMath will be onsite. They will both with working with students in Math.

From my meetings this week on federal funds we will see some decreases but we were told that we should not expect drastic declines in our funds.

Mr Woods made a motion to accept the Principal's Report. Dr. Regina Williams Davis seconded the motion. The motion passed unanimously.

PTA Report-There was no PTA rep available

Old Business-Mr Woods led the discussion on facilities and informed those in attendance that the board was continuing to look for adequate facilities and would make some moves when the time was right in order to make sure we as a Board are being good stewards over finances and making the best investment for the school community.

New Business-Mr Woods will be meeting with the landlords to discuss a new short term lease agreement and will update the Board members on the results of the meeting. The Board will discuss the agreement terms at the next Board meeting.

Dr. Buckrham informed the Board on one more piece of new business which was voting on the auditors for this year. Mr Woods made a motion to accept the audit agreement from Thomas and Gibbs, our regular accounting firm. Dr. Regina Williams Davis seconded the motion. The motion passed unanimously and Mr Woods and Dr. Buckrham signed the paperwork to send in to the accountants.

Public Comments:

One parent expressed concerns over her son's reading benchmarks and asked about further tutoring.

Another parent expressed concern over her son's math benchmarks and asked about further tutoring before EOG's.

Dr. Buckrham informed both parents and the Board of all the tutoring during school, before school and after school that had been occurring all year and Saturday Academy tutoring that started after Spring Break. Also informed parents of retesting opportunity

The parents and Board discussed ways to increase parent involvement and motivate parents to attend informational meetings about student performance and progress along with meetings that

are regularly held to offer parents assistance at home in helping to prepare their children to be on grade level. All agreed that we need to do more encourage regular parent involvement.

Motion was made to adjourn the meeting at 7:30pm by Mr Woods. Dawn Popple seconded the motion. The open session meeting adjourned at 7:30pm.

There was no Closed Session meeting.

Minutes Prepared by, Dr. Robin Buckrham

Date

Minutes Approved by, Alton Woods

Date

GUILFORD CHARTER SCHOOL CORP
BUDGET REPORT (CONDENSED)
From 3/1/2017 to 3/31/2017

	CURRENT BUDGET	MTD ACTIVITY	YTD ACTIVITY	BUDGET BALANCE	PERCENT REMAINING	NOTES
REVENUE						
STATE REVENUE						
Rev - Summer Reading - 016	\$25,519.00	\$0.00	\$0.00	\$25,519.00	100.00%	
Rev - Charter Schools - 036	\$1,517,864.00	\$149,033.96	\$1,401,352.12	\$116,511.88	7.68%	
TOTAL STATE REVENUE	\$1,543,383.00	\$149,033.96	\$1,401,352.12	\$142,030.88	9.20%	
LOCAL REVENUE						
Rev - Sales Tax	\$5,000.00	\$0.00	\$0.00	\$5,000.00	100.00%	
Rev - Field Trip	\$6,000.00	\$5,978.00	\$9,890.00	\$(3,890.00)	-64.83%	
Rev - Contributions & Donation	\$800.00	\$0.00	\$783.80	\$16.20	2.03%	
Rev - Various	\$5,000.00	\$0.00	\$98.03	\$4,901.97	98.04%	
Rev-Various- UNDOCUMENTED	\$0.00	\$0.00	\$654.93	\$(654.93)	0.00%	
Rev - Athletics	\$3,000.00	\$152.00	\$1,768.80	\$1,231.20	41.04%	
Rev - Clubs	\$0.00	\$0.00	\$188.95	\$(188.95)	0.00%	
Rev - E-Rate	\$3,500.00	\$0.00	\$0.00	\$3,500.00	100.00%	
Rev - Scholastic	\$0.00	\$0.00	\$3,500.00	\$(3,500.00)	0.00%	
Rev - Guilford County	\$526,554.00	\$52,621.30	\$384,276.61	\$142,277.39	27.02%	
Rev - Benevolence Fund	\$380.00	\$0.00	\$140.00	\$240.00	63.16%	
Rev - Fundraising	\$3,000.00	\$15.00	\$16.20	\$2,983.80	99.46%	
TOTAL LOCAL REVENUE	\$553,234.00	\$58,766.30	\$401,317.32	\$151,916.68	27.46%	
FEDERAL REVENUE						
Rev - Title I Basic - 050	\$102,758.00	\$0.00	\$90,010.84	\$12,747.16	12.41%	
Rev - IDEA VI-B - 060	\$65,150.64	\$0.00	\$25,170.14	\$39,980.50	61.37%	
Rev - Title II Improve Quality	\$12,048.08	\$0.00	\$0.00	\$12,048.08	100.00%	
Rev-IDEA Special Needs-118	\$1,626.06	\$0.00	\$726.06	\$900.00	55.35%	
TOTAL FEDERAL REVENUE	\$181,582.78	\$0.00	\$115,907.04	\$65,675.74	36.17%	
FUND 5 REVENUE						
Rev - USDA - 035	\$103,000.00	\$0.00	\$77,669.21	\$25,330.79	24.59%	
Rev - Lunch (Full Pay)	\$9,000.00	\$169.70	\$743.15	\$8,256.85	91.74%	
Rev - B&A Care	\$500.00	\$1,995.00	\$15,635.11	\$(15,135.11)	-3,027.02%	
TOTAL FUND 5 REVENUE	\$112,500.00	\$2,164.70	\$94,047.47	\$18,452.53	16.40%	
TOTAL REVENUE	\$2,390,699.78	\$209,964.96	\$2,012,623.95	\$378,075.83	15.81%	

GUILFORD CHARTER SCHOOL CORP
BUDGET REPORT (CONDENSED)
From 3/1/2017 to 3/31/2017

	CURRENT		MTD		YTD		BUDGET		PERCENT		NOTES
	BUDGET	ACTIVITY	BUDGET	ACTIVITY	BUDGET	ACTIVITY	BALANCE	REMAINING			
EXPENSES											
1. Salaries & Bonuses	\$1,013,238.22	\$92,027.11	\$775,272.08	\$237,966.14	23.49%						
2. Benefits	\$232,989.22	\$17,320.04	\$137,113.56	\$95,875.66	41.15%						
3. Books & Supplies	\$53,751.00	\$2,488.41	\$43,160.13	\$10,590.87	19.70%						
4. Technology	\$46,700.00	\$2,714.65	\$19,300.76	\$27,399.24	58.67%						
5. Non-Cap Equipment & Leases	\$32,000.00	\$1,779.75	\$24,750.13	\$7,249.87	22.66%						
6. Contracted Student Services	\$85,819.00	\$6,413.22	\$41,170.74	\$44,648.26	52.03%						
7. Staff Development	\$20,726.06	\$1,393.37	\$26,282.72	\$(5,556.66)	-26.81%						
8. Administrative Services	\$103,350.00	\$10,555.21	\$98,036.49	\$5,313.51	5.14%						
9. Insurances	\$26,200.00	\$3,446.78	\$24,785.00	\$1,415.00	5.40%						
10. Rents & Debt Service	\$379,000.00	\$6,777.00	\$287,746.00	\$91,254.00	24.08%						
11. Facilities	\$57,361.00	\$9,378.17	\$84,911.39	\$(27,550.39)	-48.03%						
12. Utilities	\$57,600.00	\$3,878.25	\$43,289.94	\$14,310.06	24.84%						
13. Nutrition & Food	\$107,900.00	\$18,652.93	\$132,184.30	\$(24,284.30)	-22.51%						
14. Transportation & Travel	\$9,660.00	\$0.00	\$411.20	\$9,248.80	95.74%						
16. B&A Care	\$15,041.50	\$830.61	\$8,154.03	\$6,887.47	45.79%						
TOTAL EXPENSES	\$2,241,336.00	\$177,655.50	\$1,746,568.47	\$494,767.53	22.07%						

NET SURPLUS/(DEFICIT) **\$149,363.78** **\$32,309.46** **\$266,055.48**