



**Revolution Academy**  
**Board Meeting Minutes**  
July 28, 2022  
3800 Oak Ridge Rd.  
Summerfield, NC 27358

1. Call to Order – L Walker called the meeting to order at 18:42.  
Board members present in person: L Walker, E Graziano, Y Hill, D Crockett  
Board members present online: J Brewer  
Staff members present in person: M Harris, R Helms, E Chicka  
Parents present in person: D Chapman (PTO president), P Timmerman (Board Finance Committee member)
2. Reading of the Mission Statement – L Walker read the Revolution Academy Mission Statement.
3. *Approval of minutes (6.18.22)\**

***A motion was made by D Crockett and seconded by E Graziano to approve the minutes from 6.18.22. The motion carried (5 – 0).***

4. Public Comment – There was none
5. Principal's Report – M Harris presented the Principal's Report. The report is in the Board drive. There was additional discussion about the playground surface (mulch vs. solid vs. something else). J Brewer will attend the meeting with the playground company and the grading company. Erin Chicka earned her CMHT certification. Mrs. Haines, our new librarian will run the A/R program. Library will be the 5<sup>th</sup> special as we have not been able to find a Latin teacher.
6. PTO update – D Chapman, PTO president, presented the PTO report. The report is in the Board drive. It includes: August 22, 2022 at 6 PM is the first general meeting of the year. All Board members are invited – J Nosek had mentioned coming to recruit for Board committee membership. The PTO was very busy during the summer. L Walker wants to make sure we put the PTO meetings on the public calendar.
7. Instruction and Academic
  - a. High School Update – L Walker said there is no update on the high school. She suggested having a Board retreat and having the high school be on the agenda.
  - b. NWEA results – M Harris presented the NWEA results. They compare Spring '21 to Spring '22. There was growth in almost every grade level. Per the Core Knowledge curriculum, it can take 3 – 5 years to see growth, so stick with it. 5<sup>th</sup> and 6<sup>th</sup> were down a bit. J Gaulden will put her focus there. EOG data is still coming. D Crockett confirmed that as a unit of students, 5<sup>th</sup> '21 to 6<sup>th</sup> '22

scores actually went up. Lisa suggested that we will continue to see improvement with summer school and Covid ending.

## 8. Governance

- a. Board Committee update – L Walker asked that we put committee meeting dates on the calendar. (The 3 committees are Finance, Governance, and Academic). L Walker said that the Board Chair sits on all 3 committees and encouraged other members to join a committee. Y Hill joined the Finance committee and is also interested in the Academic committee. D Crockett is interested and qualified for any of the committees and was asked to join the Academic committee. There was a discussion about committees taking notes vs. minutes. It was determined that notes are fine, and then the committee will report to the Board.
- b. Board Training – M Harris reminded the Board of some subjects in the Board Policy manual. Board members must annually sign the Board Commitment letter, a confidentiality agreement, and a Conflict of Interest statement. They also have a financial commitment and committee membership commitment. Within the first 2 months of becoming a Board member, they must read the Board notebook, learn about Core Knowledge, attend an orientation, and shadow a student during the school day. Seeing our curriculum in action is so important. D Crockett asked about orientation. J Brewer suggested attending a parent information meeting.
- c. Confidentiality Agreements – R Helms passed out the agreements for everyone to sign.
- d. *Discussion and approval of board meeting dates for school year 2022 – 2023\** - Everyone agreed to continue to meet on the 3<sup>rd</sup> Thursday of each month at 6:30 (with changes being allowed for holidays or other conflicts). These dates will be put on the public calendar.

***A motion was made by E Graziano and seconded by J Brewer to approve the Board meeting dates for the 2022 – 2023 school year as discussed. The motion carried (5 – 0).***

J Kreider joined the meeting online.

## 9. Finance

- a. Budget Reports – R Helms reported that we were able to use up our state money. We can use our leftover federal money this year. Our onsite audit yesterday, which included operations, EC and athletics, went well. Our remaining financial audit will be at Acadia in August, so our budget reports are only preliminary until that part of the audit has concluded. We expect the surplus on the cashflow to increase to what originally budgeted after we receive and deposit the rest of the local money in July. The balance sheet that shows a negative number includes construction money. The first state drop of money is expected next week!

## 10. Facilities

- a. Discussion of HVAC issues – R Helms explained we have been having HVAC issues since moving in. Even though we are out of warranty the company has not charged us yet for their visits as they are trying to get it corrected for us. They think it might be a thermostat issue and will come next week to switch some out. D Crockett suggested they do it in different areas of the building.
- b. Discussion of quotes for fencing around the ponds and gates, etc. – M Harris explained that we have 2 quotes. One was original during construction, but it never happened. The 2<sup>nd</sup> came when J Brewer and M Harris did a building walk through with Landmark. They asked for quotes for

fencing around 2 ponds and a gate. After some discussion, it was decided that J Brewer would get more quotes. L Walker pointed out that the most important is the rear pond.

- c. Discussion and approval of landscaping company\* - R Helms presented a quote from Southern Exposure to perform the weekly landscaping maintenance. It is significantly less expensive than our current company.

***A motion was made by D Crockett and seconded by J Kreider to approve Southern Exposure to be our new landscaping maintenance company. The motion carried (6 – 0).***

## 11. Operations

- a. Discussion of Revolution Academy Health Guidelines – E Chicka discussed our new guidelines regarding procedures and returning to school rules after fever, vomiting/diarrhea, abdominal pain, cough, and rash. These will be communicated to parents.
- b. Discussion of Revolution Academy Medical Advisory committee – We have a parent/pediatrician who we can consult with regarding medical questions/trends. L Walker is concerned about confidentiality. E Chicka said everything discussed is hypothetical. J Kreider wanted to know the point. M Harris said this is not a committee – just an advisor. The Board agreed to keep doing this. E Chicka also noted that she has created a new form for CPS reporting. It includes notifying the Board.
- c. *Discussion and approval of board policy on travel\** - updated the reimbursement amount to \$0.625/mile to be in line with new IRS standards.

***A motion was made by E Graziano and seconded by L Walker to approve the updated travel policy. The motion carried (6 – 0).***

- d. *Discussion and approval board policy for staff personal devices\** - M Harris explained that J Nosek asked her to write this policy. The Board decided to table this item.
- e. *Discussion and approval of revised Criminal Background Checks\**

***A motion was made by D Crockett and seconded by Y Hill to approve the updated Criminal Background Checks policy. The motion carried (6 – 0).***

- f. *Discussion and approval of Tuition and Fees\** - The audit revealed that we need a tuition and fees policy even though we have no tuition. At this point we have no fees, but if we ever do (for example, a technology fee), we need to make sure it is not higher than the local LEA's fees for the same thing.

***A motion was made by L Walker and seconded by E Graziano to approve the new Tuition and Fees policy. The motion carried (6 – 0).***

- g. *Discussion and approval of Grading policy\** - The grading policy needs to be updated for kindergarten to reflect what we are doing (0-10 scale). And the percentages changed for quarter grades for 1<sup>st</sup> – 8<sup>th</sup> grade.

***A motion was made by L Walker and seconded by D Crockett to approve the updated Grading policy. The motion carried (6 – 0).***

- h. *Discussion and approval of updated staff handbook\** - M Harris went through the staff handbook noting changes/updates. There was some discussion around earrings and tattoos.

***A motion was made by J Kreider and seconded by E Graziano to approve the updates to the staff handbook. The motion carried (5 – 1) with J Brewer dissenting.***

J Kreider left the meeting.

- i. *Discussion and approval of updated parent/student handbook\** - M Harris went through the parent/student handbook noting changes/updates. There was some discussion. The Board would like boys and girls to be able to wear earrings but studs only.

***A motion was made by Y Hill and seconded by L Walker to approve the updated parent/student handbook with the noted changes. The motion carried (5 – 0).***

- j. *Discussion and approval of mask policy\** - We will look into this to see if we have to continue voting on this each month as has been required this past year.

***A motion was made by J Brewer and seconded by L Walker to approve our current face covering policy. The motion carried (5 – 0).***

## 12. Closed Session

***A motion was made by E Graziano and seconded by Y Hill to go into closed session at 21:15. The motion carried (5 – 0).***

***A motion was made by E Graziano and seconded by L Walker to come out of closed session at 21:47. The motion carried (5 – 0).***

## 13. Discussion and approval of closed session minutes from 6.16.22\*

***A motion was made by E Graziano and seconded by L Walker to approve the closed session minutes from 6.16.22. The motion carried (5 – 0).***

## 14. Personnel

- a. *Discussion and approval of new hires\**

***A motion was made by D Crockett and seconded by L Walker to approve hiring the EC teacher discussed in closed session. The motion carried (5 – 0).***

***A motion was made by J Brewer and seconded by D Crockett to approve hiring (pending background check) the basketball coach discussed in closed session. The motion carried (5 – 0).***

15. Adjourn

***A motion was made by E Graziano and seconded by J Brewer to adjourn at 21:50. The motion carried (5 – 0).***

- *Requires Board action*