

**American Renaissance School**  
**Meeting of the Board of Directors (BOD)**

**Open meeting minutes**

**Wednesday, May 30, 2017**

**6:30 p.m.**

**Dated** Wednesday, May 30, 2017

The Meeting was **Called to Order** at 6:30 pm by Sam Kennington

**Board Members Present:** Sam Kennington, Harriette Bailey, Michele Knapp, Marc Davis, Frank DiGangi, Sharon Bell

**Board Members Absent:** Matt Reyes, Anna Johnson

**Administrative Staff Present:** Jim Duffey, Betsy Rosenbalm, Jessica Duncan, John Mairs

**Administrative Staff Absent:** n/a

**Others in Attendance:** n/a

**1. Call to Order** – Sam Kennington, Board Chairman

- Moment of silence
- Pledge of Allegiance
- Review of open meeting laws and Freedom of Information Act

**2. Public Comment** – N/A

**3. Adoption of Agenda**

- *Michele Knapp moved to adopt the agenda. Motion was seconded by Sharon Bell. Motion passed.*

**4. Approval of minutes:**

May 3, 2017 minutes were tabled and will be submitted via email.

**5. Installation of Officers** – Honorable James L. Mixson, Iredell County Clerk of Court

Sharon Bell	Chairperson
Michelle Knapp	Vice-Chairperson
Harriette Bailey	Secretary
Frank DiGangi	Treasurer

**6. Special Recognition** – Sharon Bell, Chair

Jessica Duncan	
○ Sarah Rogers	ARS Teacher of the Year
○ Sandy Gross	ARS Teacher Assistant of the Year
○ Anne Bell	Spring Gala

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- Gretchin Clodfelter                      Spring Gala
- Shannon Sloan    Spring Gala
- Lindsey Phillips    Talent Show
- Girls On The Run Coaches                      Students and Running Buddies

### Jim Duffey

- Beta Club Member Recognition
- Jenn Lloyd, Anita Waugh
- Mrs. Brown    Yearbook Coordinator

### Betsey Rosenbalm

- Kathy Shipman    Testing
- Hannah Brantley    Volunteer Breakfast

## **New Business**

### **Committee Reports**

- **Finance**
  - Financial Report submitted
    - *Sam Kennington moved to accept the budget as presented. Motion was seconded by Frank DiGangi. Motion passed.*
  - 2017-18 Budget was submitted for approval. A separate budget will be presented for Development/Fundraising
    - Proposal to increase Substitute pay to ISS level
    - Stipend for additional duties for staff
    - *Sam Kennington moved to accept the proposed 2017-18 budget as presented. Motion was seconded by Harriette Bailey. Motion passed.*
- **Governance**
  - Updated Grievance Policy posted on website.
  - There will be three BOD vacancies at the end of the 2016-17 academic year and two additional BOD vacancies at the end of the 2017-18 academic year
  - The committee will post the BOD application on the website and schedule meetings with interested applicants over the course of the summer (June-August 2017)
- **Property and Facilities**
  - Two committees are still meeting. The committee chairs met with GEO Wilson to discuss possibilities
  - Current K-5 building is being appraised for current value
  - K-5 Renovation proposal presented; Potential contractors toured building; 1 bid submitted thus far

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- *Sam Kennington moved to approve up to \$40K for K-2 building renovation. Motion was seconded by Matt Reyes. Motion passed.*
  
  - **Development/Fund raising**
    - \$14K raised during 2017 Spring Gala
    - Planning for next year's gala has started
  
  - **Personnel**
    - Thank you to the Executive Director Search Committee
  
  - **School Report**
    - Building Updates
      - Discussion of moisture; landlord repaired roof; front wall needs to be waterproofed; landlord to have repairs made over the summer
      - Air Quality/Moisture Update
      - Received two bids for Financial services
      - ED wants to discuss possible alternatives to Charter Financial Services; possibly extend a 1-yr contract to Charter Financial, including a 1-yr probation
        - *Frank DiGangi moved to remain with Charter Financial on a 1-yr probationary basis. Motion was seconded by Michele Knapp. Motion passed.*
        - *Sam Kennington moved to remain with current Audit service provider. Motion was seconded by Frank DiGangi. Motion passed.*
      - Yearbooks/school pictures
        - Next year Jostens will provide the ARS yearbook; Blair Phillips will provide school pictures
      - Technology Insurance recommendations will be presented at July BOD meeting
      - EOGs
        - Two students still need to test; preliminary results look good
- 7. Board Chair Remarks**
- n/a
- 8. Closed Session (if needed) – Closed session**
- *Michele Knapp moved to go into closed session to discuss attorney privilege and personnel issues. Sam Kennington seconded the motion. Motion passed.*
- 9. Return to Open Session**
- *Sam Kennington moved to accept the personnel recommendations of the Administrative team. Motion was seconded by Frank DiGangi.*

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**10. Next Meeting and Adjourn –**

The next meeting of the board of directors will be on June 27, 2017 (July meeting) 6:30 pm in the K-5 Building board room.

*Sam Kennington made a motion to adjourn.*  
*The motion was seconded by Michele Knapp.*  
*The motion carried.*

\*\*\*\*\*

A motion to approve these board minutes is made, seconded and passed.

Approved on: June 27, 2017 Signature of Officer: Harriette N. Bailey