

**Children's Village Academy
Board of Directors Meeting
September 12, 2017
Conference Room – Adkin Street**

Board Members Present: Mr. Craig Mills (telephone), Vice Chair Peggy Carr (telephone) and Chairman Roy Lanier

Staff Present: Jessica Jones, Principal and Melba Lovick, Finance Officer

Chairman Roy Lanier called the meeting to order at 6:04 p.m. and established a quorum was present. Vice Chair Peggy Carr made a motion to approve the minutes from the August 8, 2017 meeting with the necessary corrections. Mr. Mills seconded the motion. All others in favor, the minutes were approved.

First order of business was the approval of the August 31, 2017 budget update. Based on an ADM of 180 students we are projected to end the year with a general fund balance of \$15,636. After brief discussion, Vice Chair made a motion to approve the budget as presented tonight. Mr. Craig Mills seconded the motion. All others in favor, the motion passed.

Next an academic report was given. K-8 Pre-Assessments were held the week of September 4-8, 2017. K-8 staff will meet on Friday, September 15, 2017 to discuss/review results, form Tier Groups, and identify critical focus areas for intervention per grade level. We currently have 189 students and are still receiving applications. After discussion, Mr. Craig Mills made a motion to approve the academic and enrollment update, seconded by Vice Chair Peggy Carr. All others in favor, the motion passed.

Melba Lovick informed the Board that our draft audit report was sent for review on September 1, 2017. Currently, we have no findings or corrective actions. The final report should be available by September 30, 2017.

New copy machines were placed on both campuses on August 30, 2017. The new agreement is with Copy Pro (same company as before). The amount of the new lease is \$2,267.50, which is a \$3,487.08 yearly savings from what we were previously paying.

Vice Chair Peggy Carr gave the Board an update on where we are with FEMA regarding Hurricane Matthew damages. We have about six (6) small projects (total \$122,000 or less) that have been sent for approval and one (1) large project, which totals over \$123,000. We will not receive funds from the large project until we begin the work and submit receipts. The large project must be completed by April 2018 in order to receive the funding. The large projects consists of removal/reinstallation of the asbestos floors, instructional supplies such as books, computers, etc., and removal/installation of a new boiler. The Board and upper level school staff will work together to determine the best time to get this work done. After discussion, Mr. Craig Mills made a motion to approve the start of large projects, seconded by Vice Chair Peggy Carr. All others in favor, the motion passed.

Melba Lovick informed the Board that our PE Teacher has requested \$400 to purchase PE equipment for class instruction. After brief discussion, Vice Chair Peggy Carr made a motion to

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approve the request. Mr. Craig Mills seconded the motion, with all others in favor, the motion passed.

Chairman Roy Lanier asked that our Transportation Director look into the purchase of a small school bus for student transport to field trips, etc. This request will be tabled until the next meeting.

Principal Jones informed the Board that a parent has requested her child be moved up a grade level. This is the child's second year at CVA. She was held back at her previous school but because her grades have improved, the parent wants her moved to her correct grade. Principal Jones and Vice Chair Peggy Carr recommends we re-visit this at the end of the nine weeks. After brief discussion, Mr. Craig Mills made a motion to approve the 2-3 approach beginning the second nine-weeks to check her progress. Seconded by Vice Chair Peggy Carr and all others in favor, the motion passed.

The next meeting has been scheduled for October 10, 2017 at 6:00 pm. There being no further business to discuss, the meeting was adjourned at 7:07 pm.

Respectfully Submitted,

Shakeithia Hill

Recorder