



**East Point Academy Public Charter School
Regular Board Meeting
Minutes**

November 21st, 2013

The East Point Academy (EPA) Board of Directors convened in the cafeteria at the EPA Elementary School at 5:55 P.M. on Thursday, November 21st, 2013.

MEMBERS IN ATTENDANCE: Chair Dr. Xian Wu, Vice Chair Dr. Daniel Avosso, Treasurer Dr. Ed Davis, Secretary LaWanna Zummach-Powers, Officer-At-Large Beth Richardson, Dr. Ling Gao, Dr. James Knapp, Susan Kuo, Dr. Jijun Tang, and Director/Founding Principal Renee Mathews

1.0 CALL TO ORDER GENERAL SESSION

Dr. Wu called the meeting to order.

2.0 APPROVAL OF THE AGENDA

Dr. Wu called for a motion to approve the agenda as presented.

MOTION	<u>Zummach-Powers</u>	SECOND	<u>Kuo</u>
ACTION	<u>Approved Unanimously</u>		

3.0 PUBLIC NOTIFICATION

Mrs. Zummach-Powers confirmed that meeting notices and agendas were posted at the front office of the EPA Elementary School, at the EPA Primary School, and on the EPA website www.eastpointsc.org.

4.0 PUBLIC INPUT

Invited Attendance List

- Mr. Jordan Knight, Assistance Principal
- Mr. Tyler, Legal Services
- Mr. Tim Manahan, Derrick Stubbs

4.1 Dr. Wu called to amend the agenda and move Legal to the Executive Session.

MOTION	<u>Kuo</u>	SECOND	<u>Zummach</u>
ACTION	<u>Approved Unanimously</u>		

4.2 Mrs. Kuo called for a motion to add a Contractual Matter into the Executive Session.

MOTION	<u>Zummach</u>	SECOND	<u>Gao</u>
ACTION	<u>Approved Unanimously</u>		

5.0 EXECUTIVE SESSION

Dr. Wu called for a motion to begin Executive Session.

MOTION Zummach-Powers SECOND Kuo

ACTION Approved Unanimously

Dr. Wu called for a motion to adjourn Executive Session and go back into General Session.

MOTION Davis SECOND Richardson

ACTION Approved Unanimously

6.0 GENERAL SESSION

6.1 Reports from Executive Session

6.2 Approval of Previous Meeting Minutes

Minutes of the October 29th, 2013 board meeting were included for board approval. Dr. Wu called for any additions or corrections to the minutes. An amendment to Section 11.0 & 12.0 as it pertains to Dr. Knapp was approved.

MOTION Avosso SECOND Knapp

ACTION Approved 7/0 RECUSED: Kuo, Zummach-Powers

7.0 NEW BUSINESS

7.1 Discussion regarding policies for recording meetings will be tabled for the next meeting and presented by Mrs. Kuo. This will provide Board Members with an opportunity to review and add to the agenda.

7.1.1 Mrs. Mathews will look into the logistics of who can be in charge of recording, flash drives, etc.

Dr. Wu called for a motion to insert Audit Report into the Agenda.

MOTION Davis SECOND Knapp

ACTION Approved Unanimously

8.0 AUDIT REPORT

- 8.1 Tim Manahan of Derrick Stubbs Accounting, Auditing, Taxation & Consulting reviewed East Point Academy's Financial Report dated June 30, 2013.

9.0 OCTOBER BUDGET REPORT

Dr. Davis and Mrs. Mathews reviewed the budget report for October 2013. Dr. Davis reviewed the October bank account. Mrs. Mathews reviewed the October Aftercare Report. Both Dr. Davis and Mrs. Mathews reviewed the November Payroll. Dr. Davis called for a motion to accept the October Budget Report.

MOTION	<u>Kuo</u>	SECOND	<u>Richardson</u>
ACTION	<u>Approved Unanimously</u>		

10.0 CAPITAL CAMPAIGN

- 10.1 Dr. Avosso shared that Star Sneed is a professional fundraiser for schools that works nationally and internationally. They will be visiting with Mrs. Richardson, Mrs. Mathews, and Mrs. Hoffman. Mrs. Richardson will coordinate efforts to find more people available to meet. Mrs. Mathews noted potential non-profit organizations in China. Dr. Gao noted parents in China may want to contribute to a Summer Camp/Cultural Camp and the possibilities of hosting families. Dr. Gao will prepare a proposal. Mrs. Kuo asked if we had to go through the government for a Sister School Program and if we have thought about pairing with a school in Taiwan.

11.0 DIRECTOR'S REPORT

- 11.1 Mr. Knight with Mrs. Mathews introduced and reviewed the first draft of four policies with the Board Members: Wellness, Gifted & Talented, and Facilities Use & Internet Safety.

Dr. Knapp recommended that we note revision dates on the policies. Board members are asked to accept first draft and then they will be posted to the public for comments for 30-days (public comments will be directed to Mrs. Zummach-Powers).

Mrs. Mathews called for a motion to accept the four policies.

MOTION	<u>Davis</u>	SECOND	<u>Gao</u>
ACTION	<u>Approved Unanimously</u>		

- 11.2 Mrs. Mathews reviewed the Special Education Policy; National Education Week Events, Updates on the Fencing Project; Student Activities Expansion (basketball teams, ping pong club, odyssey of the mind teams, national geographic bee, Kangaroo math); Upcoming Events.

- 11.2.1 Special Education Policy will be posted through December 6th, 2013.
- 11.2.2 National Education Week events: Assigned Homeroom Parents, Breakfast Tomorrow, Cover Car Duties, Kids have created gift cards and provided gifts, etc.
- 11.2.3 Teacher's Education week is in May.
- 11.2.4 Fencing Project: PTO is paying for it separately from EPA budget and they will obtain quotes on their own.

Mrs. Richardson called for a motion to approve the delegation of the fence company and it is of equal quality and it is approved and no further expense.

MOTION	<u>Richardson</u>	SECOND	<u>Davis</u>
ACTION	<u>Approved Unanimously</u>		

- 11.3 Mrs. Mathews reviewed the handout containing various items to be added to the website including EPA's Mission Statement.

12.0 OLD BUSINESS

- 12.1 Mrs. Richardson asked if there was a budget for a security system, Mrs. Mathews stated we will be in a better position to utilize funds in December, winter break. Mrs. Mathews will check with security vendors regarding a payment plan. School credit card can be utilized if it is paid within 45-days of purchase.
- 12.2 Dr. Davis asked about posting a banner on the school mentioning our A+ Rating and is that possible to do. Mrs. Mathews has a family member that is willing to provide a discount. Logo isn't high resolution so we are looking to see if Kinko's can help with that.
- 12.3 How many hits/counter on our server. Mrs. Mathews will check into that.

13.0 ADJOURNMENT

Next meeting is scheduled for Thursday, January 23rd, 2013 at 1745 at the EPA Elementary School.

Dr. Wu called for a motion to adjourn at 8:50 P.M.

MOTION	<u>Davis</u>	SECOND	<u>Richardson</u>
ACTION	<u>Approved Unanimously</u>		