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# Faith Academy Charter School Board Book

December 2021

Monday, December 20, 2021

Location: Faith Academy Charter School

## School Mission:

Faith Academy Charter School will prepare a diverse student body for college and career through Project Based Learning, life skills courses, and College and Technical Education pathways. Through this challenging and supportive learning environment, students address real-world problems to become successful citizens and community leaders in a rapidly changing world.

## Agenda

### Open Session

1. **Recitation of Mission**
2. **Approval of December 20 Agenda**
3. **Approval of November 15Minutes**  
[November 15 Minutes](#)
4. **Public Comment**
5. **Lead Administrator Report**  
[Lead Administrator Report - December 2021](#)
6. **Financial Report**  
[October Financial Report](#)
7. **Committee Reports**
  - a. Facility Committee
  - b. Sports Committee
  - c. Finance Committee
  - d. Capital Campaign Committee
8. **Admissions, Weighted Lottery, and Enrollment**
  - a. Lottery Decisions:
    - i. Weekday or Weeknight

- ii. In-person or virtual

## 9. Covid-19 Protocol Discussion

- a. [Mask Policy](#) - Requires Monthly Board Action; Decision to take action monthly or remain bi-weekly needed
- b. [NC Department of Health and Human Services School Toolkit](#) - For reference

Closed Session: Purpose of Closed Session Discussion Item #3: 143-318.11. Closed sessions.(a) Permitted Purposes. - It is the policy of this State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required:

(6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session.

### Personnel Bonuses

(5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.

### Facilities Updates

## Adjournment

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# Faith Academy Charter School Board Book

November 2021

Monday, November 15, 2021 - Minutes

Location: Faith Academy Charter School

## School Mission:

Faith Academy Charter School will prepare a diverse student body for college and career through Project Based Learning, life skills courses, and College and Technical Education pathways. Through this challenging and supportive learning environment, students address real-world problems to become successful citizens and community leaders in a rapidly changing world.

**Board Members Present:** George Wilhelm, Chairman, Gene Miller, Vice-Chairman, Tim Williams, Secretary, Janna Griggs

**Board Members Absent:** Liz Morrow, Chris Sease, Howard Torrence

**Quorum Present:** 4 of 7 present-Quorum established

**CSP Representatives Present:** Tara Beaver, Sarah B. and Cory Draughon

**Faith Academy Charter School Lead Administrator:** Dr. Sarah Hensley

**Time Called to Order:** 7:00 pm

## Agenda

### Open Session

1. **Recitation of Mission-** Recited by George Wilhelm
2. **Approval of November 15 Agenda** - George requested that the acceptance of a gift to the library and facilities discussion be added to the agenda

**Motion to Approve Agenda with Additions:** Gene Miller

**Seconded:** Janna Griggs

**Discussion:** None

**Motion Status:** Approved Unanimously

3. **Approval of October 18 Minutes**

[October 18 Minutes](#)

November 8 Minutes

**Motion to Approve:** Janna Griggs

**Seconded:** Gene Miller

**Discussion:** None

**Motion Status:** Approved Unanimously

#### **4. Public Comment:** Ms. Renee Shite

Ms. Shite spoke to the Board about masking children. She solicited the Board to consider changing our Covid Policy to “mask optional”

#### **5. Lead Administrator Report**

##### [Lead Administrator Report - November 2021](#)

Dr. Hensley presented a typewritten report and is made a part of these minutes. She lead discussion with the following

- 1) Discussion on masking and temperature check and our Covid numbers. Since 10/1/21 we have had 87 students quarantined. Of those there were 16 positive cases
- 2) Three groups have been quarantined- a kindergarten class, a first grade class and the girls basketball team
- 3) Dr. Hensley reported that we have served 45 students with a variety of disabilities. 7 OT, 26 Speech, 10 new EC referrals
- 4) There will be a recommendation of a new hire in closed session
- 5) Reported on a wonderful Veterans Day Program and offered thanks to Gloria Wilhelm for putting everything together
- 6) Reported that there will be a free eye screening provided by the Lions Club for any student, with parental permission
- 7) Also to be provided, a hearing test
- 8) FACS first yearbook has been negotiated and will be ready in the spring. Ms. Drury and Ms. Ritchie are supervising the yearbook
- 9) Contracted our Spirit Wear
- 10) Dr. Hensley commented on the high caliber of teaching that is going on at FACS

#### **6. CSP Operations Report**

Cory Draughon reported that things are going well. He thanked Dr. Hensley for setting up a meeting with RSS to sured up our funds funneled through our LEA. He reported that our state funds will be somewhat less than first reported. Changes to the budget reflect those deficits. He also reported on our finances and that report is made a part of these minutes. Cory reported that hopefully we will soon have a signed state budget and our revenue will be sured up. Also, reported that Covid relief funds would be available soon. He commented that Dr. Hensley had done a good job staying within budget and that our expenses look good.

## 7. Financial Report

[September Financial Report](#)

## 8. Committee Reports

- a. Facility Committee - no report (discussion during closed session)
- b. Sports Committee - no report
- c. Finance Committee - meeting on November 15th
- d. Capital Campaign Committee - Tim Williams reported: He asked that the Capital Campaign Committee members be added for the newsletter list. He reported that several members of the committee will be in early December to begin getting the word out about the 300 club. He has Gloria Wilhelm to help with this effort. We are waiting on Miller Davis to put together our campaign literature. We hope to begin in early 2022.

## 9. Admissions, Weighted Lottery, and Enrollment

- a. [Review of Admissions Policy](#) - Per DPI Guidelines
- b. Presentation of Lottery Procedures - Sara Boileau, CSP

Sara Boileau reviewed and presented our lottery procedures. Our lottery will take place between January 1 and February 28. Lottery time is yet to be determined and will be advertised on Facebook and social media.

## 10. Covid-19 Protocol Discussion

- a. [Mask Policy](#) - Requires Monthly Board Action; Decision to take action monthly or remain bi-weekly needed

**Motion to continue as we have been with required masking and temperature checks each morning in car-rider line:** Tim Williams

**Seconded:** Gene Miller

**Discussion:** There was discussion pertaining to both sides of the issue. Tim Williams and Gene Miller spoke in favor of continuing our current policy. George Wilhelm and Janna Griggs expressed that they would like to allow a choice. Tim Williams expressed concern about the upcoming holiday and urged continuing as we are.

**Motion Status:** The motion failed due to a tie vote, two for and two against. The masking policy will remain the same until revisited at the next board meeting.

- b. [NC Department of Health and Human Services School Toolkit](#) - For reference

## 11. Outside, Private Services for Exceptional Children Services Discussion

- a. Draft of POTENTIAL [Outside, Private Services Policy](#) - For Discussion/Possible Action

**Motion to change our policy to include the section in RED “Outside, Private Services” in the link above, to exclude outside services for EC Children:** Gene Miller

**Seconded:** Janna Griggs

**Discussion:** None

**Motion Status:** Approved Unanimously

**Motion to go to closed session:** Janna Griggs

**Seconded:** Gene Miller

**Discussion:** None

**Motion Status:** Approved Unanimously

### **Closed Session Began at 8:37 pm**

Closed Session: Purpose of Closed Session Discussion Item #3: 143-318.11. Closed sessions.(a) Permitted Purposes. - It is the policy of this State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required:

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### **Personnel**

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### **Facilities**

### **Open Session Resumed at: 9:35 pm**

**Motion to accept the resignation of Howard Torrence for the FACS Board of Directors:** Gene Miller

**Seconded:** Janna Griggs

**Discussion:** The Board expressed their thanks and appreciation to Howard and regret that he had to resign.

**Motion Status:** Approved Unanimously

**Motion to hire the recommended personnel from the closed session for employment with FACS:** Janna Griggs

**Seconded:** Gene Miller

**Discussion:** None

**Motion Status:** Approved Unanimously

**Motion to begin new plans for expansion using Steve Hubrich, Contractor, making arrangements for our new building and remodel of the present structures i.e. year 22-23 additional modular, year 23-24 new building and year 24-25 renovation:** Janna Griggs

**Seconded:** Gene Miller

**Discussion:** None

**Motion Status:** Approved Unanimously

## **Adjournment**

**Motion to Adjourn:** Janna Griggs

**Seconded:** Gene Miller

**Discussion:** None

**Motion Status:** Approved Unanimously

**Next Meeting: December 20, 2021**

**Respectfully Submitted, Tim Williams Secretary**



# Faith Academy Charter School

## Budget Analysis Report

Fiscal Year: 2022 | 10/01/2021 - 10/31/2021

Account	Budget	Period Activity	YTD Activity	Remaining Budget	% Used	EOY Projection	% of Total	CSP Client Avg.
<b>Revenues</b>								
Rev- State Revenue	3,181,509.00	280,718.66	877,032.12	2,304,476.88	27.57	3,157,876.88	74.62	66.7
Rev- Local Revenue	1,158,488.84	109,704.52	122,142.00	1,036,346.84	10.54	1,001,377.28	23.66	26.17
Rev- Federal Revenue	25,347.52	0.00	0.00	25,347.52	0.00	25,347.52	0.60	4.85
Nutrition Revenue	0.00	8,991.04	29,466.78	(29,466.78)		29,466.78	0.70	
Rev- Athletic Revenue	3,000.00	0.00	0.00	3,000.00	0.00	3,000.00	0.07	
Rev- Student Activities	15,000.00	0.00	0.00	15,000.00	0.00	15,000.00	0.35	
<b>Revenues</b>	<b>4,383,345.36</b>	<b>399,414.22</b>	<b>1,028,640.90</b>	<b>3,354,704.46</b>	<b>23.47</b>	<b>4,232,068.46</b>		
<b>Expenses</b>								
Salaries and Bonuses	1,994,100.00	181,106.81	543,151.05	1,450,948.95	27.24	1,992,005.53	50.16	46.86
Benefits	615,535.65	35,057.40	92,833.58	522,702.07	15.08	550,855.65	13.87	12.08
Books and Supplies	100,500.00	20,286.57	52,500.21	47,999.79	52.24	103,829.94	2.61	1.68
Technology	87,000.00	1,483.73	20,991.72	66,008.28	24.13	95,027.25	2.39	
Contracted Student Services	160,000.00	15,450.32	33,882.33	126,117.67	21.18	160,000.00	4.03	
Staff Development	23,500.00	0.00	3,876.04	19,623.96	16.49	23,500.00	0.59	
Administrative Services	462,098.82	39,759.07	151,032.72	311,066.10	32.68	464,249.60	11.69	3.32
Insurances	25,394.00	2,693.00	8,430.00	16,964.00	33.20	25,394.00	0.64	
Rents and Debt Service	338,406.50	0.00	1,950.00	336,456.50	0.58	338,406.50	8.52	10.56
Facilities	82,000.00	12,136.05	24,203.96	57,796.04	29.52	83,527.56	2.10	3.69
Utilities	79,500.00	6,235.12	29,600.05	49,899.95	37.23	79,500.00	2.00	1.11
School Activities	40,000.00	2,300.00	3,292.17	36,707.83	8.23	40,000.00	1.01	
Capital Purchases	15,000.00	204.70	204.70	14,795.30	1.36	15,000.00	0.38	
<b>Expenses</b>	<b>4,023,034.97</b>	<b>316,712.77</b>	<b>965,948.53</b>	<b>3,057,086.44</b>	<b>24.01</b>	<b>3,971,296.03</b>		
<b>SURPLUS/(DEFICIT)</b>	<b>360,310.39</b>	<b>82,701.45</b>	<b>62,692.37</b>			<b>260,772.43</b>		





## Faith Academy Charter School Covid-19 Mask Policy

**Purpose:** The purpose of this policy is to describe how, when, and where the staff, students, and visitors of the School will be required to wear a mask over their nose and mouth to reduce the spread of Covid-19 based on the most recent data-driven metrics.

When teachers, staff, and students consistently and correctly wear a mask, they protect others as well as themselves. They also reduce the amount of close contacts who must quarantine and length of quarantine. Consistent and correct mask use is especially important indoors and in crowded settings when physical distancing cannot be maintained. Masks should be worn over the nose and mouth and secured around the ears.

The following policy reflects the latest CDC recommendations on masks:

- ❖ Indoors: Proper mask use (covering nose and mouth) is required for all people including students, teachers, staff, and visitors. Children under 2 years of age should not wear a mask.
  - Gaiters are not accepted in place of masks.
  - Teachers and staff are encouraged to seek positive, innovative and constructive methods of correcting and managing all student behavior in an effort to avoid repeated misbehavior regarding students not wearing masks.
  - Following 504 and Americans with Disabilities Act (ADA), accommodations might be made for staff or students with a documented medical condition or disability that prevents them from wearing a traditional face mask.
  - **Mask breaks will be provided to staff and students. In addition, temporary removal of the mask is permitted when necessary for the following reasons:**
    - consuming food or drink
    - for any emergency or medical situation
- ❖ Outdoors: Masks are optional, but strongly encouraged during recess and other outdoor activities that do not involve sustained close contact with others.
- ❖ School Transportation: All passengers and drivers are required to wear a mask on school buses.
- ❖ **Athletic Programs: Masks may be removed by students actively engaging in approved athletic programs.**

Board Approved: 8/16/21

Board Approved: 9/20/21

Board Approved: 11/15/21