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# Faith Academy Charter School Board Book

July 2021

Monday, July 19, 2021

Link to Virtual Meeting:

<https://us02web.zoom.us/j/87006878294?pwd=RnRvQ2lpRi9oSmVaeDN1UkZZRUICZz09>

Passcode: 964025

## 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 July 19 Agenda**
3. **Approval of June 21 Minutes**  
[June 21 Minutes](#)
4. **Public Comment**
5. **Lead Administrator Report**  
[Dr. Hensley's July Report](#)
6. **Charter Success Partners' Report**  
[CSP July Report](#)
7. **Committee Reports**
8. **Capital Campaign Report**

**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:

(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.

**a. Discussion of Facilities**

(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...Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting.

**a. Personnel**

## **Adjournment**

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# Faith Academy Charter School Board Book

June 2021

Monday, June 21, 2021

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**Board Members Present:** George Wilhelm, Chairman, Gene Miller, Vice-Chairman, Tim Williams, Secretary, Liz Morrow, Treasurer, Janna Griggs, Chris Sease and Howard Torrence

**Quorum Present:** All present

**CSP Representatives Present:** Cory Draughon, Justin Smith and Tara Beaver

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

**Time Called to Order: 7:52pm**

## Agenda

### Open Session

1. **Recitation of Mission** - George Wilhelm
2. **Approval of June 21 Agenda**

**Motion to Amend Agenda to include discussion on Mowing and use of the Ballfield:** Gene Miller

**Seconded:** Chris Sease

**Discussion:** None

**Motion Status:** Approved unanimously

**Motion to Approve June 21 Agenda with additions:** Chris Sease

**Seconded:** Janna Griggs

**Discussion:** None

**Motion Status:** Approved unanimously

### 3. Approval of June 7 Minutes

[June 7 Minutes](#)

**Motion to Approve:** Chris Sease

**Seconded:** Gene Miller

**Discussion:** None

**Motion Status:** Approved unanimously

### 4. Public Comment

Notes: Jonathan Thrasher with R. C. Swarm addressed the Board pertaining to the use of the baseball field for his ladies softball teams. Mr. Thrasher informed the Board that they had played on the field under RSS since 2017 and would like to continue with Faith Academy Charter School. He stated that they would continue to maintain the fields, mow, do repairs to the grandstand, dugouts and concession. Also, they had plans to repair the netting. Swarm consists of 10u, 12u, 2-14u, 1 high school team. Mr. Thrasher stated that each team is fully insured and is a 503-1C.

Mr. Thrasher left the meeting and the Board discussed the possibility of R. C. Swarm continuing in a contract with FACS. It was suggested that a contract for a 90 day automatic renewal lease be granted in the absence of a written objection from either party. Liz Morrow and Chris Sease will put a written contract together for approval.

***The use of the baseball field was tabled until the contract is drafted.***

***Tentatively, the Board approved mowing of the school property to be mowed by Richard Collins until bids could be taken. The property needs to be maintained for the upcoming July 4th Celebration.***

### 5. Lead Administrator Report

[Dr. Hensley's June Report](#)

Notes: Dr. Hensley reviewed her report with the Board. Her report is made a part of the minutes.

### 6. Charter Success Partners' Report

[CSP June Report](#)

Notes: Cory Draughon presented CSP's report and is made a part of the minutes. Justin Smith reviewed the transportation plan for FACS. There was discussion pertaining to the number of students that would need transportation. Justin stated that buses will use designated parking lots for pickup and dropoff of students. Owner of parking lots will be notified.

Chairman Wilhelm stated that Sifford's would be willing to provide gas for our buses and some repairs. Bruce, associated with CSP will provide 30 day inspections (best practice) and will make sure that we are compliant with federal inspections.

## 7. RTO Update

June 23rd CSAB Meeting

[FACS Facility Plans 6.10.21](#) \*This document is continually being updated to include more information as it comes in.

### Enrollment

Notes: Cory Draughon updated the Board concerning the meeting to be held with CSAB on June 23rd. Chairman Wilhelm and Dr. Hensley will attend the Zoom meeting at 9 am. Cory listed things that had been done to assure CSAB that FACS was on track to open August 23rd. Cory stated that their main concern was the fact that we still did not have the school building and property. We have not been able to close due to RSS in ability to meet with us. Also, concerning to CSAB was the fact that modulars were not in place as of yet. The modulars are due to be delivered on July 6th. Cory stated that we have secured all necessary documents for the purchase of the school and the placement and lease for the modulars. We have obtained a fire inspection and health inspection and the property sale contract/lease has been signed. It was noted that RSS was not available for closing on Friday June 18th. We are hopeful that closing will happen on June 22nd. Both George and Gene will be available for the closing if it happens.

## 8. Action Items

[Beginning Teacher Support Plan](#)

[Licensure Plan](#)

[Lunch Services Policy](#) and [Plan](#)

[Transportation Plan](#)

[Professional Development Calendar](#)

Before and After School Plan

**Motion to Approve all plans:** Tim Williams

**Seconded:** Janna Griggs

**Discussion:** It was noted that these plans can be amended if need be.

**Motion Status:** Approved unanimously

## 9. Committee Reports

**Sports:** Liz Morrow reported that her committee had met (Liz Morrow, Chris Sease and Howard Torrence). Liz spoke of the need of an athletic director and could possibly be the Physical Education teacher. The committee will meet again on July 2nd and report back about contacting 15 different schools concerning what they are offering. She reported that the East Rowan YMCA

was on board with helping us with sports. The following sports are tentatively being considered for FACS: FALL: Boy's Soccer and Girl's Volleyball, Winter: Swim Club and Girl's and Boy's Basketball, Spring: Boy's Baseball, Girl's Softball, Soccer and Cheerleading.

**Capital Campaign:** Tim reported that the committee was almost complete and there were still a few individuals to contact. The first meeting with everyone will be held on July 15th at 7 pm.

## **10. July 4th Celebration**

Tim reported that FACS will have a float in the parade. Students and parents will be invited to participate through a Google Docs spreadsheet provided by Justin Smith. Tim stated that he had acquired a red truck for Board members to ride in. We will use the banner that Dr. Hensley had made for the 4th booth. Tim is looking for someone to wear our mascot uniform. Chris Sease may be the one. All parade entrance fees have been paid.

**Motion to go into Closed Session:** Liz Morrow

**Seconded:** Gene Miller

**Discussion:** None

**Motion Status:** Approved unanimously

## **Closed Session Began at: 8:45pm**

**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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### **a. Discussion of Facilities**

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**a. Personnel**

**Open Session Resumed at: 9:07pm**

**Motion to approve three personnel presented by Dr. Sarah Hensley during closed session:** Janna Griggs

**Seconded:** Chris Sease

**Discussion:** None

**Motion Status:** Approved unanimously

**Adjournment**

**Motion to Adjourn at 9:10pm:** Chris Sease

**Seconded:** Janna Griggs

**Discussion:** None

**Motion Status:** Approved unanimously

**Next meeting: July 19th 6:45pm**



# Administrative Report

Director: Sarah Hensley

[shensley@faithacademync.org](mailto:shensley@faithacademync.org)

## 19 July 2021

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<b>19 July 2021</b>	<b>1</b>
<b>General:</b>	<b>2</b>
Lead Administrator Month in Review: Please provide a brief narrative or bullet points describing your previous month's objectives for the opening of FACS and what you've accomplished.	2
ES Month in Review: Please provide a brief narrative describing your previous month's objectives for the elementary school and what you've accomplished.	3
MS Month in Review: Please provide a brief narrative describing your previous month's objectives for the middle school and what you've accomplished.	3
Community Upcoming Events:	3
Personnel: Please provide a brief narrative describing your previous month's objectives for the middle school and what you've accomplished.	3
Outreach:	4
<b>Mission and Vision:</b>	<b>5</b>
Student Leadership and Community Service	5
PBL	5
Life Skills	6
<b>Student Achievement:</b>	<b>6</b>
<b>School Culture and Climate:</b>	<b>7</b>



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**General:**

**Lead Administrator Month in Review:** Please provide a brief narrative or bullet points describing your previous month's objectives for the opening of FACS and what you've accomplished.

**Hired and met with Receptionist and Administrative Assistant**

**Interviewed bus drivers**

**Sport meeting with board and Justin Smith**

**Board Meeting**

**Kindergarten Team meeting**

**Grade One Team Meeting**

**CSAB Called Meeting**

**Google Training Meeting**

**Grade Two Meeting**

**Weekly Zoom Meeting**

**Kicked off Spirit Week**

**Participated in the Faith Week Activities nightly**

**Specialist Team meeting**

**Grade Five Team meeting**

**Teacher Interview**

**Police Chief for Traffic Flow Report**

**Grade 7 Team Meeting**

**Grade 6 Team Meeting**

**Building Walk through**

**News Release Salisbury Post**

**Set up up dumpster new contract**

**Gloria Wilhelm set up meals for FACS**

**Evan came to Faith and finalized technology request**

**Set up email accounts with Evan**

**ES Month in Review:** Please provide a brief narrative describing your previous month's objectives for the elementary school and what you've accomplished.

**MS Month in Review:** Please provide a brief narrative describing your previous month's objectives for the middle school and what you've accomplished.

**Community Upcoming Events:**

Date	Event
June 30 - July 5	Faith Fourth of July Celebration
	Sold Spirit Wear Volunteers manned food and drink stand - Received \$500.00 Parade participation with float and truck ...Won First Place - \$100.00



	50/50 Raffle - Money raised for Instructional Supplies

**Personnel:** Please provide a brief narrative describing your previous month's objectives for the school and what you've accomplished.

Type	Number of Applicants Screened/Hired	Status

**Outreach:**

Place	Type	Result
		•
		•
		•



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**Mission and Vision:**

**Student Leadership and Community Service**

*Please list and describe any student leadership activities that took place during the previous month.*

**Elementary School**

**Middle School**

**PBL**

<b>Grade</b>	<b>PBL Project:</b> <i>Please provide information about any PBL projects that were completed or are currently in progress.</i>
K	•
1st	•
2nd	•
3rd	•
4th	•
5th	
6th	
7th	



## Life Skills

Grade	Life Skills <i>Please provide information about the current curriculum in Life Skills Classes or projects.</i>
K	•
1st	•
2nd	•
3rd	•
4th	•
5th	
6th	
7th	

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## Student Achievement:

**FACS Student Achievement:** *Please provide bullet points related to student academic achievement in the previous month (i.e student assessment scores, growth, academic awards, etc.)*

**Elementary School**

**Middle School**

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## School Culture and Climate:

**FACS School Culture and Climate:** *Please provide bullet points related to the school's community events, extracurricular activities, and other areas that contribute to positive school culture.*

**Elementary School**

- 

**Middle School**

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## Partnership with Charter Success Partners:

**Charter Success Partners** *Please provide bullet points related to your work with Charter Success Partners*

Continue to work with Charter Success Partners



**Board of Directors Support**

**Board Members**

Board Member	Position	Term Beginning	Term Ending
George Wilhelm	Board Chair	7/1/2021	6/30/26
Gene Miller	Vice Chair	7/1/2021	June 30, 2025
Tim Williams	Secretary	7/1/2021	6/30/24
Liz Morrow	Treasurer	7/1/2021	June 30, 2024
Janna Griggs	Board Member	7/1/2021	
Chris Sease	Board Member	7/1/2021	
Howard Torrence	Board Member	7/1/2021	6/30/24

**Board of Director Recruitment**

Date of Next Opening	Board Vacancy (Name/Title)	Search Start Date	# of Applicants	Interview Dates
June 30, 2024	Treasurer / Board Member	February 2024		

**Board of Director Training**

Training	Scheduled	Completed	Attendees
New Board Member Training		X	Full Board
CSAB Interview Preparation		X	Full Board
Charter Finance Training		X	
NC Charter Agreement Duties and Obligations		X	
Board Policies Review - Board Functions Required by Policy			
Board Mechanics - Authority, Rules of Order, Committee Work			

**Board of Directors' Meetings and Other**

Board Meeting Dates	Time	% Attendance	Minutes Posted	Board Book Complete
November 16, 2020	6:45 PM	100%	Yes	N/A
December 21, 2020	6:45 PM	100%	Yes	Yes
January 18, 2021	6:45 PM	100%	Yes	Yes
February 15, 2021	6:45 PM	100%	Yes	Yes
March 3, 2021	6:45 PM	100%	Yes	N/A
March 15, 2021	6:45 PM	100%	Yes	Yes
April 19, 2021	6:45 PM	100%	Yes	Yes
May 10, 2021	6:45 PM	88%	Yes	Yes
May 17, 2021	6:45 PM	88%	Yes	Yes
June 7, 2021	6:45 PM	88%	Yes	Yes
June 21, 2021	6:45 PM		Pending Board Approval	Yes
July 19, 2021	6:45 PM			

**Board Policies for Review in this Meeting**

Policy	Link	Status

**Board of Directors' Policies**

LINK TO BOARD POLICIES
<a href="https://drive.google.com/drive/folders/1FU5AiLKztEptwkpVv01H7wfl">https://drive.google.com/drive/folders/1FU5AiLKztEptwkpVv01H7wfl</a>

**Student Information Services**

SchoolMint	Total Submitted	Accepted	Waitlisted	Goals for 2021-22
Grade Level				
K	178	84	40	80
1st	104	64	8	60
2nd	123	62	25	60
3rd	115	63	22	60

4th	120	67	29	60					
5th	101	63	14	60					
6th	102	65	0	80					
7th	55	41	0	40					
<b>TOTAL</b>	<b>898</b>	<b>509</b>	<b>138</b>	<b>500</b>					
<b>Lottery Information</b>									
<b>Date</b>	<b>Location</b>								
Lottery	March 13th @12:00pm		FACS Office/Virtual						
<b>PowerSchool</b>									
<b>Grade Level</b>	<b>Average Daily Attendance</b>	<b>Average Daily Membership</b>	<b>Admissions</b>	<b>Withdrawals</b>	<b>ADM Goal</b>				
<b>Principal Monthly Report</b>	<b>Date Due</b>	<b>Date Approved</b>	<b>Date Submitted</b>						
<b>Technology</b>									
<b>End User Support</b>									
<b>Type of Device</b>	<b># of Active Student Devices</b>	<b># of Active Staff Devices</b>	<b>Help Tickets Resolved</b>						
<b>Network/Infrastructure</b>									
<b>Type of Infrastructure</b>	<b>Number or Percentage</b>	<b>Status</b>							
Up-Time	n/a								
Security Threats	n/a								
Connectivity Speed	n/a								
Access Points	n/a								
Upload Speed	n/a								
Download Speed	n/a								
E-Rate		Evan working with Sarah H to ensure services are scheduled							
<b>Computer Systems and Programs</b>									
<b>Type of Systems and Programs</b>	<b># of Students</b>	<b># of Staff</b>	<b>Status</b>						
Microsoft 365 Licenses	n/a								
Google Accounts	n/a								
Canvas Accounts	n/a								
IXL Accounts	n/a								
Reading Program	n/a								
Math Program	n/a								
Adobe Accounts	n/a								
<b>Operations</b>									
<b>Grants</b>									
<b>Grant Name &amp; PRC</b>	<b>Status</b>	<b>Total Funds</b>	<b>Total Expensed</b>	<b>Purpose</b>					
NC ACCESS GRANT	State Approved; Revised budget due 7/16	\$600,000		Increase number of seats offered to Educationally Disadvantaged Students					
<b>Testing</b>									
<b>Required Test</b>	<b>Administration Date</b>	<b>Staff Training Date</b>	<b>Performance Goal</b>	<b>Actual Performance</b>					
<b>Transportation</b>									
<b>Bus Route</b>	<b>Students Served</b>	<b>Fuel Cost</b>	<b>Miles</b>						
CSP mapping pickup points									
4 buses purchased									
<b>Car Line Software</b>									
	<b>Drop Off Time</b>	<b>Total Dismissal Time</b>							
Will import student data in July									



Train staff in August									
<b>Before and After Care</b>									
	<b># of Students</b>	<b>Per Student Fee</b>	<b>Provider</b>						
Before Care									
After Care									
<b>Athletic Program Management</b>									
<b>Sport</b>	<b># of Participating Athletes</b>	<b>Avg Team GPA</b>	<b>Avg Team Attendance</b>	<b>Wins</b>	<b>Loses</b>				
	<b>Season Begin Date</b>	<b>Season End Date</b>							
<b>Facilities</b>									
	<b>Vendor</b>	<b>Monthly Rate</b>	<b>Projects/Needs</b>	<b>Contract Beginning</b>	<b>Contract Ending</b>	<b>Satisfaction Level</b>			
Custodial									
Landscaping									
Plumbing									
Electrical									
HVAC									
Utilities - Electricity									
Utilities - Water/Sewer									
Utilities - Phone									
Utilities - Internet									
Building	SchoolDev/Hubrich		Review LOI from SchoolDev						
<b>Marketing</b>									
<b>Social Media Platforms</b>	<b>Followers/Subscribers</b>	<b>Likes</b>							
Facebook	1,354	1,286							
<b>Posts across all social media platforms</b>	<b>Date</b>	<b>Viewership</b>	<b>Interactions (clicks, shares, comments)</b>						
Hiring Post	6/18	4478	480						
Happy 4th Post	7/4	1402	183						
Parade Post	7/6	6372	2333						
Middle School Spots Open	7/8	3934	442						
<b>Social Media Advertisements</b>	<b>Date</b>	<b>Viewership</b>	<b>Interactions (clicks, shares, comments)</b>	<b>Geographical Reach</b>					
<b>Offline Advertisements</b>	<b>Date</b>	<b>Location</b>	<b>Subject</b>						
<b>Events</b>	<b>Date</b>	<b>Attendance</b>	<b>Purpose</b>						
<b>Newsletter</b>	<b>Date</b>	<b>Subject</b>	<b>Subscribed</b>	<b>Unsubscribed</b>	<b>Open Rate</b>				
<b>Staff Support</b>									
<b>Lead Admin Observation</b>									
<b>Date of Observation</b>	<b>Evaluator</b>	<b>Lead Admin</b>	<b>Instructional Leadership</b>	<b>Strategic Leadership</b>	<b>HR Leadership</b>	<b>Cultural Leader</b>	<b>Managerial Lead</b>	<b>External Develo</b>	<b>Micro-Political Leader</b>
Lead Admin Recruitment									
<b>Licensure</b>									
	<b>Teachers Licensed</b>	<b>Applying for Licensure</b>	<b>No License</b>						
Send Teacher Application Data to CSP for Licensure Review									
<b>Human Resources Information Systems</b>									
<b>Provider</b>	<b>Benefit Type</b>	<b># of Employees participating</b>							
United Healthcare	Health								
One America	Retirement								
	Dental								
	Vision								

