

Cape Fear Center for Inquiry
Minutes from Monthly Board Meeting
01/15/08

Attended by: John Rack, Bob Marcino, Lisa Hassell, Eddie West, Michelle Frazier, Harden Barker, Jane Radack, Anne Patterson, Heather Kelejian, Joanne Brinkley, Sarah McCorcle, Beth Carter, Lisa Griffin, Lori Winner, Lori Barrett

Absent: Ke'pe Harrison, Rick Lawson, Rob Tripp

Visitors: Teresa Glenn, Emily Barth, René Lemons-Matney, Ginny Peterson

Heather Kelejian opened the meeting @ 7:05 pm.

Anne Patterson motioned to approve the minutes from 12/11/08. Heather Kelejian seconded. Motion carried with one abstention.

Lisa Hassell motioned to approve the Executive Session minutes from 11/27/07. Jane Radack seconded. Motion carried.

Executive session minutes from 12/11/07 will be approved at a later time because of questions concerning the detail appropriate for Executive Session minutes.

Rene Lemons-Matney explained that CFCI has had the opportunity to do some norming testing which would entail hiring substitutes to cover the teachers involved, a cost of \$280. CFCI would receive a DIAL 3 kit worth approximately \$560 and it would be good community outreach. The request was approved.

Rene Lemons-Matney also requested to have the mission statement on each agenda.

Director's Report:

Emily Barth presented the Crisis Team Report.

- Crisis Plan has been created.
- Crisis Packets on back of each door in building.
- Crisis Partnership with Millennium Building.

Emily Barth requested a change in policy that requires all staff to wear ID badges since one of the common recommendations from safety personnel who have visited CFCI is that all staff should have a badge.

Discussion: Some faculty members have voiced concerns about the need to wear badges within the building since we are such a small community. In the past, policy changes that impact faculty have gone before the faculty. But faculty input also indicated that school safety measures are part of being professional. Several Board members said that since this is a risk management issue, it simply needs to be done.

Heather Kelejian motioned that staff will be required to wear photo IDs and to report back on how to hold staff accountable to the Executive Committee in 2 weeks time. John Rack seconded. Motion carried. Faculty Board members will communicate this to the faculty at the 1/16/08 faculty meeting.

Frustration was expressed about how much time the Board spends on small agenda items like the ID badges.

Pauline Piner clarified her request for leave as professional development leave since she is getting licensure added on. Heather Kelejian read Paula Piner's letter. The Board granted her leave as professional.

Strategic Planning Report: Discussion was deferred to 1/17/08's meeting.

Personnel Committee Report: to be discussed in executive session.

Policy and Procedure Report:

Recommended CFCI Field Trip Driver Information Form approved effective 3/1/08.

Recommendation for a required parent/teacher conference when a NIPPed student is not picked up by a parent was approved. Faculty will interpret the term "conference".

Finance Committee Report:

Recommendation of purchasing laptops and a cart for \$14076 using the red-light money was approved.

ADR communication workshop will take place on January 22, 2008.

Recommendation for replacing the HVAC system \$17,400 using unallocated funds with the possibility of the landlord covering all, part or none of the cost was approved.

Vice President Election:

The bylaws state that any director can serve as an officer. Rick Lawson was nominated for vice-president. Rick Lawson was elected by 10 votes.

Board Members Positions on Committees:

Jane Radack and Heather Kelejian stepped down from resolution committee because of the time commitment and the flow of information that comes as being part of the Executive Committee. Michelle Frazier will remain on the resolution committee. Anne Patterson and Bob Marcino were added to the resolution committee, which meets as needed. All 3 are community board members.

Personnel committee also needs a board member; one of the resolution committee members might be able to fill that role.

Lisa Hassell asked to clarify to the staff that only way someone can be hired or fired is via the Board. The Board Training suggested that no one board member speak to the faculty on behalf of the board. Board members will encourage any concerned staff to refer to the bylaws.

Contract Changes were deferred to 1/17/08.

Beth Carter shared faculty ideas about becoming a unified voice and hoping to have input on future hiring process.

Heather Kelejian suggested that it is time for a board letter to the CFCI community to announce Lisa Griffin's resignation, resolution committee members and approved job changes. Lisa Griffin will be putting that out in the January's newsletter. The Board will further discuss items for such a letter on 1/17/08.

Administrative Evaluations:

Lisa Griffin raised the question about the administrative evaluation for this school year. Anne Patterson recommended a small adhoc committee to review the self evaluations.

Anne Patterson motioned for Lori Barrett and Lisa Griffin to do self evaluations by the week of 2/20/08 and submit them Executive Committee. Bob Marcino seconded. Motion carried.

Lisa Hassell moved that we go into Executive Session @ 8:35 pm for Personnel Matters. John Rack seconded. Motion carried.

Lisa Hassell motioned to come out of Executive Session. Anne Patterson seconded. The Board came out of Executive Session at 8:57 pm.

Harden Barker researched whether the Board can ask someone to leave a closed session. The Board tried to locate Lori Barrett and Lisa Griffin in the interim. Harden Barker explained that is not allowed to ask someone to leave during a closed session.

Lisa Griffin and Lori Barrett had already left.

Lisa Hassell motioned to extend the meeting to 9:30 pm. Lori Winner seconded. Motioned carried, with 2 opposed.

Heather Kelejian motioned to go back into closed session to discuss Personnel issues. Lisa Hassell seconded. Motioned approved. Executive Session began at 9:02 pm.

Lisa Hassell moved to come out of Executive Session. Bob Marcino seconded.
Executive Session ended at 9:31 pm.

Bob Marcino motioned to adjourn. John Rack seconded. Meeting adjourned @ 9:33 pm.

*Respectfully submitted by
Jane H. Radack,
CFCI Board Secretary*