

**Cape Fear Center for Inquiry
Minutes from Monthly Board Meeting
October 20, 2009**

Attended by: Anne Patterson, John Fuller, David Ball, Todd Godbey, Sarah McCorcle, Michele Hair, Tom Hayes, Linda Conley, Deb Powell

**ex-officio members* Heather Kelejian, Brian Corrigan, Beth Carter, Pauline Piner, Jan Tremon-Jenkins

Absent: Bob Marcino, Teresa Spanos

Visitors: Michael Zentmeyer, Kathy Rettig

Meeting called to order at 7:00pm.

Minute Approval: Tom Hayes motioned to approve the minutes from September 15, 2009. John Fuller seconded. Motion carried with 8 yeas and 1 abstention.

Presentation: 3rd Grade presentation
“My Story” Books were presented by the students. The books are a culmination of an inquiry project where the students created books about their lives, they interviewed their parents and gathered photos to include. The books also included illustrations by the students.

Visitors: No Visitors spoke

Partnership:

1. Dates Dec 5th Holiday festival
2. December 8th is general partnership meeting w/ chorus singing
3. \$2500 made so far with Fund the Wonder
4. \$6000 sold at the book fair
5. T-Shirts are now available

Director’s Report (Brian Corrigan):

See Attachment # 1 – Director’s Report October 2009

See Attachment # 2 - New CFCI Email for all Board Members

See Attachment # 3 – Policy and Review Committee

See Attachment # 4 – Fundraising Committee Creation

1. Zoning for school approved.
2. Board members now have e-mail account – all business for CFCI Board members need to be routed through this account.
3. All email sent to your old account should be forwarded and then answered through the new email
4. Michele Hair said partnership is updating bylaws / guidelines
5. Policy 810 & 270 have been reviewed – and need to have a first reading of the 2 policies

6. Anne Patterson asked if on the faculty committee is there a time frame for rotating on and off the committees. Brian Corrigan said that each year the teachers choose. Anne Patterson suggests that there should be term limits and a rotation policy to get fresh perspective for the members of the committees.
7. Sarah McCorcle wants to know with Policy 270 (attachment 3) if any teachers can have input for any new hires. Michael Zentmeyer usually e-mails the teachers to see if there are any teachers interested and has a running spread sheet of teachers who have been on the review of new hires for the past 2 years since the new administration has been here.
8. David Ball talked about the New Campaign Committee.

Action

Create the New Fundraising Committee

Motion to create by David Ball. Linda Conley seconded Motion carried with 10 yeas.

9. Linda Conley stated interest in being on the Fundraising Committee
10. Brian Corrigan stated that CFCI needs to have a new technology plan and is being tackled by Lori Underwood – there are new policies that will be apart of the plan. This will be presented by next board meeting
11. Attendance policy is working well
12. Brian Corrigan has a recommendation for Christian Parson as a new TA to take the resignation of a current TA

Action

Hiring of Christian Parson

Motion to hire by Tom Hayes. Deb Powell seconded Motion carried with 8 yeas and 2 abstentions.

Executive Committee

1. Board recruitment Tom Hayes suggested to email the past applicants
2. Board members children are not automatically enrolled
3. Brian Corrigan would like David Ball to type something out for teachers to put in the folders to send home.
4. Tom Hayes (bylaws review committee) new bylaws are similar to old with the exception to the treasurer, Tom Hayes will get together and distribute for the next board meeting. Some policies may be removed and /or added to the bylaws in regards to job duties.
- 5.

Building and Facilities Committee

Attachment #5 - Building and Facilities Committee Report

1. Property is being closed on Nov 5th
2. In Design process with Spectrum Building – interview with the teachers on Oct 30th

3. Money for permits is expected within the next several months and when the site is cleared there will be an official groundbreaking ceremony and have the students be a part of it
4. The appraisal came back higher on the land.
5. Next month we hope to have a better idea of schedule and expenditures

Finance Committee

Attachment #6 - Finance Committee Report

1. Beth Carter wanted further explanation of federal stimulus monies and is it going away next year. Most of the grants are ongoing grants. PRC140 is the federal stimulus available of the next 2 years – and will be used on technology.
2. Big technology purchase this month was 27 laptops.
3. Next tech purchase will be 10 classroom computers for the classes needed the most.
4. Appraisal for new property is 1.0 million - \$250,000 above the purchase price.

Curriculum Policy Committee

Attachment #7 - Curriculum Policy Committee Minutes

1. Biggest discussion this month was in regards to the EC kids and if we are serving the children well, are there techniques that teachers could use that could help serve the students well.

Strategic Planning Committee

No Report

Jan Tremon-Jenkins as a comment on the TA pay scale is to think about making their pay scale comparable to the county TA. It is something to think about at the next contract update and perhaps to think about during budget discussions

Announcements & Upcoming Events

- Building & Facilities Committee Meeting – Monday October 26th @ 3:30
- Strategic Planning Committee Meeting – Tuesday November 3rd @ 3:30pm
- Curriculum Committee Meeting – Monday November 9th @ 3:15pm
- Finance Committee Meeting – Monday November 9th @ 3:30pm
- Executive Committee Meeting: November 12th @ 3:30pm
- **CFCI Board Meeting: November 17th @ 7 pm**

Closed Session for meeting critique (NC statute 143-318.11 section a, part 1) & Personnel Issue (NC statute 143-318.11 section a, part 5) John Fuller moves to go into closed session, Linda Conley seconds. Motion carried unanimously.

Closed session began at 8:00 pm

David Ball motions to come out of closed session, Michele Hair seconds. Motion carried unanimously. Closed session ends at 8:24 pm

Action 1

For Teacher Arden Gaddy to use 10 days of Annual Leave during school time.

Based on the director Brian Corrigan and Human Resource Coordinator Michael Zentmeyer recommendations.

Motion to Approve by Todd Godbey. Tom Hayes seconded. Motion carried with 8 yeas and 2 abstentions

Action 2

Advancement of 5 Sick Days to Teacher Arden Getty (the rest accrued for this school year)

Motion to Approve by Todd Godbey. Tom Hayes seconded. Motion carried with 8 yeas and 2 abstentions

Sarah McCorcle motioned to adjourn the meeting. Tom Hayes seconded. Motion carried unanimously.

Meeting adjourned at 8:30pm.

Respectfully submitted by:

David C. Ball

CFCI Board Secretary

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Cape Fear Center For Inquiry



Director's Report October 2009

FYI

- CFCI gained approval from city council for rezoning of the Wellington property. We are moving forward with closing on the property in November.
- CFCI e-mail accounts for all staff and faculty are up and running. The last action to bring us into compliance with public record law is to set up accounts for board members. These accounts are set. Please refer to the information in your packet on using the account. If you have any questions that the information in your packet does not address, please contact Kathy Rettig. **All communication through e-mail about any and all CFCI business needs to be done using this new account.** Your new addresses will be put on the school website tomorrow.
- Michelle Hair will report about Policy Review.
- David Ball will give an update on Fundraising.
- Our current enrollment is 369 students. Sisters moved to Minnesota ☺
- We are working on submitting a new technology plan for DPI. Without this plan in place, we will not be able to qualify for many technology grants. The plan has to include policies pertaining technology use in our school. Next month, about 7 new policies will be coming for a first reading on this topic. The plan will also be shared with the board.
- Our attendance/tardy policy has had a very positive effect on our attendance and tardy students. We have only one student currently struggling, but there are many extenuating circumstances which we are working on with the family.

ACTIONS

- Policy Review Committee recommends a first reading for new policy 810 "Employee Computer and Internet Use."
- Policy Review Committee recommends a first reading for modification to current policy 270 "Faculty Committees".
- I am recommending Kristen Parson for the position of Teacher Assistant created by the resignation of Ellen Hannon. On Friday, October 2, 2009, a panel of two staff members and two administrators interviewed eight candidates for the teacher assistant position. The panel reached consensus on a recommendation of Kristen Parson for the position. Ms. Parson holds a Maryland teaching license Pre-K to Grade 6. She has taught elementary school for a total of 10 years in both North Carolina and Maryland. She is working on her Masters in Education in Instructional Technology. Ms. Parson will assist in Kindergarten, second and fifth grade classes.
- Beth, David and myself will be asking the board to make a motion to create a standing board committee dedicated to fundraising.
- I am going to ask to go into closed session tonight to give the board information about a personnel issue. There will be an action taken when we come out of closed session

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Cape Fear Center for Inquiry
October 14th, 2009
10:30 am

Attending: Brian Corrigan, Kathy Rettig, Nancy Johnsen, Michael Zentmeyer

Michael-

- Working on the 12 tech policies for the Technology Plan.
- Met with Liberty Mutual re: cafeteria benefits – no action at the time

Nancy-

- Almost finished with the internal audit of EC files. Does not expect there to be any findings this year
- Completing state reporting requirements (case loads, student #'s, etc.)
- Discussion re: personnel meetings. Implementing regular meetings (3 times per year, working on goals and objectives).
- Will be out October 22nd and 23rd.

Kathy-

- Will be out Friday, October 16th
- What reports need to be completed for Executive Committee?
- Will be ordering HP laptops today
- Will talk to staff about google calendar on Oct. 21st

Brian-

- Needs report on Allotments
- Lifetouch provided student ID's for field trips
- Discussion re: personnel issues

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CFCI E-Mail for Board Members

When does the change go into effect?

If all goes well, it will happen next weekend and you will begin accessing your account using the new URL Monday, September 28, 2009

Will my email address change?

No. Everyone will still be [firstinitiallastname@cfc.net](mailto:firstname.lastname@cfc.net)

What is my password?

The default password is cfc123. Once you log into your account, you can customize your password.

How will I access my email?

From any web browser you can go to:

www.google.com/a/cfc.net

Your username is firstinitiallastname

What if I use Outlook?

If you use Outlook at school, please put a tech request form in Joanne's box as soon as possible. In the meantime, you can use the web based URL above

Will I lose my old email?

We are going to make every effort to migrate emails from the old server however, if you have an important email please print or forward a copy to your personal email. Once we have changed systems you can forward that email back to your new CFCI inbox.

Will we still be able to use our personal email accounts for CFCI related communication?

NO

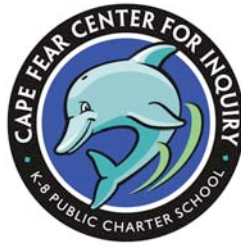
What do I do if a parent/vendor/colleague etc. sends email to my personal account?

Forward that email to your cfc account to respond. Notify the sender that the email address they need to use to contact you is [cfc.net](mailto:firstname.lastname@cfc.net)

Is anyone able to read my cfc email?

Yes all school related business is subject to public records law. Accounts would only be accessed for cause. We will only release emails to the public if we receive a court order. Copies will be kept for 10 years.

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CFCI Policy & Procedure Committee Meeting

Date: October 10, 2009

Members Present: Brian, Michael, Lisa B., Lori W., and Michele plus special guest appearance by Heather Kelejian representing the Partnership

- Brian restated why Heather was here today—to build stronger relationship between the Board, Partnership, and school community. “Ground rules” need to be set to foster this relationship, so Heather is here to share her ideas with our (P&P) ideas to build stronger. Anything developed will be sent to the Partnership before anything is sent to the Board to review.
- Heather—Been researching bylaws and non-profit status. Found don’t even have the updated bylaws, because things have been amended, so we need to find the current bylaws. Will use the ones have now as a starting point. Also have to find our articles of incorporation. Also found having filed our taxes in last 2 years, so we may lose articles until we get updated. We are supposed to have audit every year, and we haven’t. Trying to track all of that down right now. We want to continue with the mission as it has been.
- Brian—can we do anything until these things are taken care of?
- Michael—shouldn’t do any fundraising for new building until things are in order as well.
- Heather—Partnership members usually want to do “feel good” and not so much the legal, but we are going to focus on that now.
- Michael—good time to work together while working on Policies and Proc
- October 5th 3:30 Partnership Board meeting—Heather asked Michael to come because of his school background—Michael planning on attending.
- Heather—wondered if when get bylaws together if Tom Hayes could read over (as lawyer/Board member) to make sure they are the right.
- Brian did give Heather some bylaws and articles from some public schools to help guide the work that the Partnership needs to do.
- Heather—Partnership book was kept in front office, but not there now. Kym Davidson has now trying to see what parts are missing and trying to update some things. Is there any Partnership information kept anywhere else??
- None that anyone knows of—check teacher lounge.
- Heather—will check for bylaws in teacher’s lounge. Where should our stuff be kept when we do get up to date??
- Brian --Kathy’s office, business office??
- Michael—is that job of Partnership officers?
- Heather—who keeps these things in public schools?
- Michael—the treasurer of that Board (Partnership) usually keeps and passes on to the next new treasurer.

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- Heather—need to have back-up file incase this happens in future—a place to house it in emergency situations.
- Brian—think should hold off on anything until the Partnership bylaws are updated and hold off on any more fundraising or money issues until these things are resolved.
- Heather—Kym is planning a special meeting to discuss just this, so we will be here next time hopefully with updated bylaws.

270 Faculty Committees

- Brian—worked on writing new policy—passed out to P&P members to review
- Lori—liked it all but wanted language to added to beginning of it saying that all veteran faculty members are to be on faculty committees so teachers continue to have a voice.
- Brian will get new version back out to P&P for look-see and then to share with Board for first reading. (Next Board meeting 10/20)

Employee Computer and Internet Use Guideline Policies

- Brian sent out what he had written up so far.
- Michael found small typo to correct
- Lori—general question—can I do any non-school functions on laptop while I'm taking care of my school related as well?
- Brian—needs to be done on own private computer to do mass emails. No personal things with those laptops period. One email here and there, no big deal, but no regular usage of personal issues aka: facebook...
- Lisa—what about kids listening to music with headphones??
- Brian--Student use policy will be coming next—
- Michael—it's a big deal to have student use policy because responsibility goes right back to teacher
- Brian—school project use only—
- Michael—we will address student use, but right now focus on teacher use.
- Brian—take home and read so we can digest & talk about so can get to board for first-read.
- Michael—Brian & I already discussed adding one more sentence under B. Acceptable use—Last bolded sentence—add about parents only using for school use too!
- Some of these issues will come up with the Technology committee to figure out.

260 Faculty Meeting Roles and Responsibilities

- Lori emailed out minor revisions after speaking to others for input—need to look at before Board first look-see.
- **The next meeting is set for November 5, 2009 at 3:30 in Lisa B's room.**

Recommendations for the Board from the Policy & Procedure Committee:

- Do a first reading of Policy #'s 260, 270, & computer use—will be assigned a policy # soon.

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270 Faculty Committees

There is an expectation that faculty have a part in the decision making process at CFCI. All veteran faculty (two years or more at CFCI) need to be a participating member of a school committee (board and/or faculty). Non-veteran faculty can volunteer but it is not mandated.

Faculty Committees at the beginning of every year will need to put into writing their charged mission. This mission needs approval by the Director and must be in-line with the mission and vision of CFCI. Each committee will need a chair person to report to the staff monthly at staff meetings.

The following is a list of potential yearly committees. This list is not inclusive or exclusive:

- Life Long Learning (L3)
- Social
- Technology
- Responsive Classroom
- Safety
- Building/Playground Beautification

Committees from year to year might change based on the need of the academic year of the CFCI learning community.

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810 Employee Computer and Internet Use Policy

The intent of these guidelines is to provide employees with general requirements for utilizing CFCI's computers, networks, and Internet services. These guidelines may be supplemented by more specific administrative procedures and guidelines governing day-to-day management and operation of the computer system.

These guidelines provide general rules and examples of prohibited uses for illustrative purposes but do not attempt to state all required or prohibited activities by users. Employees who have questions regarding whether a particular activity or use is acceptable should seek further guidance from the appropriate administrator.

Failure to comply with this policy and/or the established procedures or rules governing computer use may result in disciplinary action, up to and including discharge. Illegal use of CFCI computers will also result in referral to law enforcement authorities.

A. Access to school computers, networks and Internet services

The level of access that employees have to CFCI computers, networks and Internet services is based upon specific employee requirements and needs.

B. Acceptable use

Employees are to utilize CFCI computers, networks, and Internet services for school-related purposes and performance of job duties. Incidental personal use of school computers is permitted as long as such use does not interfere with the employee's job duties and performance.

"Incidental personal use" is defined as use by an individual employee for occasional personal communications. Employees are reminded that such personal use must comply with this policy and all other applicable policies, procedures and rules. **All communications pertaining to any type of school business via e-mail must be performed on the cfcinet account assigned to the employee.**

C. Prohibited use

The employee is responsible for his/her actions and activities involving CFCI's computer, networks and Internet services and for his/her computer files, passwords and accounts. General examples of unacceptable uses which are expressly prohibited including but are not limited to the following:

1. Any use that is illegal or in violation of other Board policies, including harassing, discriminatory or threatening communications and behavior, violations of copyright laws, etc.;
2. Any use involving materials that are obscene, pornographic, sexually explicit or sexually suggestive;
3. Any inappropriate communications with students or minors;
4. Any use for private financial gain, or commercial, advertising or solicitation purpose;
5. Any use as a forum for communicating by e-mail or any other medium with other school users or outside parties to solicit, proselytize, advocate or communicate the views of an

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individual or non-school sponsored organization; to solicit membership in or support of any non-school-sponsored organization; or to raise funds for any non-school-sponsored purpose, whether for profit or not-for-profit. No employee shall knowingly provide school e-mail addresses to outside parties whose intent is to communicate with school employees, students, and/or their families for non-school purposes. Employees who are uncertain as to whether particular activities are acceptable should seek guidance from the Director or other appropriate administrator;

6. Any communication that represents personal views as those of CFCI or that could be misinterpreted as such;
7. Downloading or uploading software or applications without permission from the appropriate administrator;
8. Opening or forwarding any e-mail attachment (executable files) from unknown sources and/or that may contain viruses;
9. Sending mass e-mails to school users or outside parties for school or non-school purposes without the permission of the appropriate administrator;
10. Any malicious use or disruption of CFCI computers, networks, and Internet services or breach of security features;
11. Any misuse or damage to CFCI computer equipment;
12. Misuse of the computer passwords or accounts (employees or other users);
13. Any communications that are in violation of generally accepted rules of network etiquette and/or professional conduct;
14. Any attempt to access unauthorized sites;
15. Failure to report a known breach of computer security to the appropriate administrator;
16. Using school computers, networks, and Internet services after such access had been denied or revoked; and
17. Any attempt to delete, erase or otherwise conceal any information stored on a school computer that violates these rules.

D. No expectation of privacy

CFCI retains control, custody and supervision of all computers, networks and Internet services owned or leased by CFCI. CFCI reserves the right to monitor all computer and Internet activity by employees and other system users. Employees have no expectation of privacy in their use of school computers, including e-mail messaging and stored files.

E. Confidentiality of Information

Employees are expected to use appropriate judgment and caution in communications concerning students and staff to ensure that personally identifiable information remains confidential.

F. Staff responsibilities to students

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All staff are to monitor all student computer use. Students are not to use staff computers unless closely monitored by the staff member. The staff member is ultimately responsible for inappropriate use of their assigned computer.

G. Compensation for losses, cost and/or damages

The employee shall be responsible for any losses, cost or damages incurred by CFCI related to violations of this policy and/or these guidelines.

H. CFCI assumes no responsibility for unauthorized charges, cost or illegal use.

CFCI assumes no responsibility for any unauthorized charges made by employees including but not limited to credit card charges, subscriptions, long distance telephone charges, equipment and line costs, or any illegal use of its computers such as copyright violations.

I. Employee acknowledgement required

Each employee authorized to access CFCI computers, networks and Internet services is required to sign an acknowledgment form stating that they have read this policy and these guidelines. The acknowledgment form will be retained in the employee's personnel file.

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EMPLOYEE COMPUTER/INTERNET USE ACKNOWLEDGEMENT FORM

Cape Fear Center for Inquiry provides computers, networks and Internet access to support the educational mission of the school and to enhance the curriculum and learning opportunities for students and school staff.

Employees are to utilize CFCI's computers, networks and Internet services for school related purposes and performance of job duties. Incidental personal use of school computers is permitted as long as such use does not interfere with the employee's job duties and performance. "Incidental personal use" is defined as use by an individual employee for occasional personal communications. Employees are reminded that such personal use must comply with this policy and all other applicable policies, procedures and rules.

Any employee who violates this policy and/or rules governing use of CFCI's computers will be subject to disciplinary action, up to and including discharge. Illegal use of CFCI's computers will also result in referral to law enforcement authorities.

All CFCI computers remain under the control and custody and supervision of CFCI. CFCI reserves the right to monitor all computer and Internet activity by employees. Employees have no expectation of privacy in their use of school computers.

Each employee authorized to access CFCI's computers, networks and Internet services is required to sign an acknowledgment form stating that they have read this policy and the accompanying guidelines. The acknowledgment form will be retained in the employee's personnel file.

The Director shall be responsible for overseeing the implementation of this policy and the accompanying guidelines and for advising the Board of the need for any future amendments or revisions to the policy/guidelines. The Director may develop additional administrative procedures/rules governing the day-to-day management and operations of the CFCI computer systems as long as they are consistent with the Board's policies. The Director may delegate specific responsibilities to others as deemed appropriate.

No employee shall be allowed to use school computers or the Internet until he/she signed and return this acknowledgement.

"I have read policy 590 Employee Computer and Internet Use Policy and understand their terms and conditions."

Signature

Date

ATTACHMENT #4

Ad-Hoc Capital Campaign Meeting Report
October 13, 2009 @ 5:00pm
Brian Corrigan, David Ball & Beth Carter

The propose of this ad-hoc committee meeting was to explore options regarding an annual fundraising campaign focused on raising money for the equipment, furnishings and extras needed for the new school. Our task put forth by the CFCI Board was to report our discussion and make recommendations for what direction the Board should take in this regard.

We recommend a new standing committee “Fundraising Committee”

The membership should be 8 (eight)

- 1 Administrative Staff Member
- 2-3 Teachers
- 2-3 Board Members
- 2-3 Parents

(Brian Corrigan, David Ball & Beth Carter have volunteered to become committee members)

The Focus of the Fundraising Committee should be

1. Create a Specific Large Fundraising Event with the possibility of several smaller events surrounding the larger event.
2. The Large Event should be at the same time of year – our suggestion was early November, This is to enable the event to gain momentum during the beginning of school and to avoid the Holidays, Cold Winter Weather and Busy End of School Period.

THE LARGE EVENT – Brainstorm Session

1. *** Art Auction – a art auction that incorporates the CFCI’s commitment to the arts community and focus on fine arts. Our goal would be to have several well known Wilmington artists donate work & have any CFCI Parents donate. Plus half of the art could be student created.
2. *** 5k Run – an event that shows the dedication of CFCI to the physical health of the CFCI students and community.
3. Name a Tile or Brick for the new school
4. Grandparents Day.

ATTACHMENT #5

Cape Fear Center for Inquiry
Building & Facilities Committee
September 28, 2009

Representatives from Spectrum visited our area to interview potential contractors. Recommended that we canvas any parents who own/work for trade contractors to gauge interest to be considered for bidders list.

Spectrum will visit our school on October 30 to interview individual teachers for design feedback. They intend to categorize these option ideas along with their recommended options for our evaluation.

In preparation for options review, we will request that Spectrum provide lifecycle costs and investment payback.

Example: (numbers are made up; for illustration only)

Current wall construction: 2 x 4 wood studs.

Option: Installing 2 x 6 studs with thicker insulation. Added cost \$25,000

Budget yearly HVAC (electricity) costs are \$40,000

Improved R value from added insulation should reduce HVAC costs by 15%
producing a yearly cost savings of \$6,000 ($\$40,000 \times 15\%$)

Payback= 4.2 years ($\$25,000 / \$6,000$)

The city review is going well. Biggest concerns are potential cost escalations arising from:

- working around/removing trees
- Installing a perimeter fence
- Installing a fire truck turnaround

Financing Considerations

The land appraised exceeds \$1,000,000. This is good news as it improves our loan prospects. Kathy R. requested a financing timeline to facilitate our bond application.

Finance Meeting
October 12th, 2009

Attending: Kathy Rettig, Brian Corrigan, Joanne Brinkley, Harden Barker, , and Arden Gaddy

Technology Committee would like to purchase 27 new laptops for teachers. We have a quote from HP. Kathy will get two additional quotes and purchase the laptops this week.

The appraisal for the new property came in at \$1,060,000. That is \$310,000 above our purchase price. We have the new contract in hand for the land loan. To be signed at the October board meeting.

Discussion regarding the Federal Budgets and final September budgets.

Kathy will provide a report detailing our \$/headcount from the State and each individual County.

CAPE FEAR CENTER FOR INQUIRY
 FEDERAL PROGRAMS
 From 9/1/2009 to 9/30/2009

		CURRENT BUDGET	MTD ACTIVITY	YTD ACTIVITY	BUDGET BALANCE	PERCENT REMAINING
PRC - 044						
3-3600-044-000	Rev - IDEA VI-B Sliver - 044	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.00%
3-5210-044-411	Supplies and Materials	\$278.00	\$0.00	\$0.00	\$278.00	100.00%
3-5210-044-418	EC Software - 044	\$722.00	\$0.00	\$0.00	\$722.00	100.00%
	Total PRC - 044	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PRC - 060						
3-3600-060-000	Rev - IDEA VI-B Handicapped -	\$43,556.00	\$0.00	\$0.00	\$43,556.00	100.00%
3-5210-060-121	Salary - EC Teacher	\$5,720.00	\$0.00	\$0.00	\$5,720.00	100.00%
3-5210-060-211	ER's Social Security Cost	\$438.00	\$0.00	\$0.00	\$438.00	100.00%
3-5210-060-233	ER's Unemployment Cost-060	\$55.00	\$0.00	\$0.00	\$55.00	100.00%
3-5210-060-312	Workshop Expenses	\$1,587.00	\$0.00	\$0.00	\$1,587.00	100.00%
3-5210-060-411	Supplies and Materials	\$1,503.00	\$0.00	\$0.00	\$1,503.00	100.00%
3-5210-060-418	EC Software - 060	\$1,278.00	\$0.00	\$0.00	\$1,278.00	100.00%
3-5240-060-311	Contracted Speech Services	\$975.00	\$0.00	\$0.00	\$975.00	100.00%
3-5840-060-311	Contracted Services-O/T - 060	\$16,000.00	\$0.00	\$0.00	\$16,000.00	100.00%
3-5840-060-317	Contracted Psychology - 060	\$16,000.00	\$0.00	\$0.00	\$16,000.00	100.00%
	Total PRC - 060	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PRC - 103						
3-3600-103-000	Rev - Improving Teacher Qualit	\$3,489.00	\$0.00	\$0.00	\$3,489.00	100.00%
3-5110-103-163	Substitute Pay-Staff Dev-103	\$684.00	\$0.00	\$0.00	\$684.00	100.00%
3-5110-103-193	Mentor Pay - 103	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.00%
3-5110-103-211	ER's Social Security Cost-103	\$205.00	\$0.00	\$0.00	\$205.00	100.00%
3-5110-103-352	Education Reimbursement-103	\$600.00	\$0.00	\$0.00	\$600.00	100.00%
	Total PRC - 103	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PRC - 140						
3-3600-140-000	Rev - ARRA Stabilization 140	\$95,752.00	\$1,595.70	\$1,595.70	\$94,156.30	98.33%
3-5110-140-312	Workshops - 140	\$6,000.00	\$0.00	\$0.00	\$6,000.00	100.00%
3-5110-140-411	Supplies and Materials 140	\$17,600.00	\$0.00	\$0.00	\$17,600.00	100.00%
3-5110-140-418	Computer Software & Supplies	\$3,600.00	\$1,595.70	\$1,595.70	\$2,004.30	55.68%
3-5110-140-462	Non Cap Computer Hardware-140	\$64,052.00	\$0.00	\$0.00	\$64,052.00	100.00%
3-5110-140-542	Purchase of Cap Computers 140	\$4,500.00	\$0.00	\$0.00	\$4,500.00	100.00%
	Total PRC - 140	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Date: 10/02/2009

Time: 1:44 pm

CAPE FEAR CENTER FOR INQUIRY
FEDERAL PROGRAMS
From 9/1/2009 to 9/30/2009

		CURRENT BUDGET	MTD ACTIVITY	YTD ACTIVITY	BUDGET BALANCE	PERCENT REMAINING
PRC - 144						
3-3600-144-000	Rev - ARRA Title VIB-144	\$66,188.00	\$0.00	\$0.00	\$66,188.00	100.00%
3-5210-144-121	Salary - EC Teacher-144	\$61,485.00	\$0.00	\$0.00	\$61,485.00	100.00%
3-5210-144-211	ER's Social Security Cost-144	\$4,703.00	\$0.00	\$0.00	\$4,703.00	100.00%
	Total PRC - 144	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	TOTAL FEDERAL NET SURPLUS/(DEFICIT)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

**CAPE FEAR CENTER FOR INQUIRY
BUDGET REPORT LV 4
From 9/1/2009 to 9/30/2009**

	CURRENT BUDGET	MTD ACTIVITY	YTD ACTIVITY	BUDGET BALANCE	PERCENT REMAINING
REVENUE					
STATE REVENUE					
Rev - Behavior Support 029	\$39,418.00	\$12,469.33	\$12,469.33	\$26,948.67	68.37%
Rev - Charter Schools	\$1,771,122.00	\$204,825.84	\$580,929.36	\$1,190,192.64	67.20%
TOTAL STATE REVENUE	\$1,810,540.00	\$217,295.17	\$593,398.69	\$1,217,141.31	67.23%
LOCAL REVENUE					
Rev - Sales Tax	\$800.00	\$0.00	\$0.00	\$800.00	100.00%
Rev - Field Trip	\$42,000.00	\$5,774.00	\$6,278.00	\$35,722.00	85.05%
Rev - Contributions and Donati	\$2,000.00	\$97.14	\$97.14	\$1,902.86	95.14%
Rev - Interest Income	\$2,000.00	\$0.00	\$98.36	\$1,901.64	95.08%
Rev - Interest Income - MM	\$2,000.00	\$375.12	\$1,068.35	\$931.65	46.58%
Rev - Interest Income - SV	\$2,000.00	\$0.04	\$0.12	\$1,999.88	99.99%
Rev - Interest Income - SV	\$0.00	\$0.00	\$30.08	(\$30.08)	0.00%
Rev - Interest Income - CD	\$2,000.00	\$0.00	\$662.10	\$1,337.90	66.90%
Rev - Various	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100.00%
Rev - Arts	\$1,200.00	\$0.00	\$0.00	\$1,200.00	100.00%
Rev - Fund Balance Appropriate	\$1,254,312.44	\$0.00	\$0.00	\$1,254,312.44	100.00%
Rev - Fundraising - 353	\$2,500.00	\$12.17	\$12.17	\$2,487.83	99.51%
Rev - Social Dues	\$400.00	\$333.00	\$333.00	\$67.00	16.75%
Rev - Student Fees/ Supplies	\$2,700.00	\$837.00	\$1,729.00	\$971.00	35.96%
Rev - Brunswick County Schools	\$44,767.32	\$0.00	\$0.00	\$44,767.32	100.00%
F & F - Brunswick County Schoo	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.00%
Rev - Duplin County Schools	\$1,552.00	\$0.00	\$0.00	\$1,552.00	100.00%
Rev - New Hanover County Schoo	\$786,240.00	\$0.00	\$0.00	\$786,240.00	100.00%
F & F - New Hanover County Sch	\$11,000.00	\$0.00	\$0.00	\$11,000.00	100.00%
Rev - Pender County Schools	\$40,492.65	\$0.00	\$0.00	\$40,492.65	100.00%
F & F - Pender County Schools	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.00%
TOTAL LOCAL REVENUE	\$2,202,964.41	\$7,428.47	\$10,308.32	\$2,192,656.09	99.53%
TOTAL REVENUE	\$4,013,504.41	\$224,723.64	\$603,707.01	\$3,409,797.40	84.96%
EXPENSES					
1. Salaries & Bonuses	\$1,596,241.43	\$138,082.52	\$379,502.54	\$1,216,738.89	76.23%
2. Benefits	\$398,572.71	\$31,959.85	\$90,808.15	\$307,764.56	77.22%
3. Books & Supplies	\$33,900.00	\$3,932.33	\$7,685.45	\$26,214.55	77.33%
4. Technology	\$17,422.00	\$301.32	\$984.99	\$16,437.01	94.35%
5. Non-Cap Equipment & Leases	\$13,000.00	\$1,484.52	\$2,117.68	\$10,882.32	83.71%
6. Contracted Student Services	\$82,300.00	\$1,290.68	\$3,037.50	\$79,262.50	96.31%
7. Staff Development	\$5,000.00	\$195.00	\$1,130.60	\$3,869.40	77.39%
8. Administrative Services	\$74,850.00	\$5,431.94	\$14,355.04	\$60,494.96	80.82%
9. Insurances	\$25,724.00	\$2,047.00	\$12,827.92	\$12,896.08	50.13%
10. Rents & Debt Service	\$342,334.00	\$30,189.67	\$85,583.49	\$256,750.51	75.00%
11. Facilities	\$57,500.00	\$2,679.63	\$6,394.88	\$51,105.12	88.88%
12. Utilities	\$49,000.00	\$4,553.23	\$9,210.64	\$39,789.36	81.20%
13. Nutrition & Food	\$7,500.00	\$1,076.48	\$1,076.48	\$6,423.52	85.65%
14. Transportation & Travel	\$2,500.00	\$29.03	\$137.83	\$2,362.17	94.49%
16. New Site Development	\$103,670.00	\$9,995.00	\$30,813.00	\$72,857.00	70.28%
TOTAL EXPENSES	\$2,809,514.14	\$233,248.20	\$645,666.19	\$2,163,847.95	77.02%
NET SURPLUS/(DEFICIT)	\$1,203,990.27	(\$8,524.56)	(\$41,959.18)		

CASH IN BANKS 09/30/09:	
OP FCIT 1543	\$ 521,485.33
OP BB&T 4609	\$ 416,267.54
MM SECU 1908	\$ 201,545.14
SV SECU 4483	\$ 25.17
SV BB&T 4595	\$ 73,030.08
TOTAL:	\$ 1,212,353.26

CAPE FEAR CENTER FOR INQUIRY
BUDGET REPORT LV 5
From 9/1/2009 to 9/30/2009

	CURRENT BUDGET	MTD ACTIVITY	YTD ACTIVITY	BUDGET BALANCE	PERCENT REMAINING	NOTES
REVENUE						
STATE REVENUE						
Rev - Behavior Support 029	\$39,418.00	\$12,469.33	\$12,469.33	\$26,948.67	68.37%	
Rev - Charter Schools	\$1,771,122.00	\$204,825.84	\$580,929.36	\$1,190,192.64	67.20%	
TOTAL STATE REVENUE	\$1,810,540.00	\$217,295.17	\$593,398.69	\$1,217,141.31	67.23%	
LOCAL REVENUE						
Rev - Sales Tax	\$800.00	\$0.00	\$0.00	\$800.00	100.00%	Add \$500.00
Rev - Field Trip	\$42,000.00	\$5,774.00	\$6,278.00	\$35,722.00	85.05%	
Rev - Contributions and Donati	\$2,000.00	\$97.14	\$97.14	\$1,902.86	95.14%	
Rev - Interest Income	\$2,000.00	\$0.00	\$98.36	\$1,901.64	95.08%	
Rev - Interest Income - MM	\$2,000.00	\$375.12	\$1,068.35	\$931.65	46.58%	
Rev - Interest Income - SV	\$2,000.00	\$0.04	\$0.12	\$1,999.88	99.99%	
Rev - Interest Income - SV	\$0.00	\$0.00	\$30.08	(\$30.08)	0.00%	Need a budget
Rev - Interest Income - CD	\$2,000.00	\$0.00	\$662.10	\$1,337.90	66.90%	
Rev - Various	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100.00%	
Rev - Arts	\$1,200.00	\$0.00	\$0.00	\$1,200.00	100.00%	
Rev - Fund Balance Appropriate	\$1,254,312.44	\$0.00	\$0.00	\$1,254,312.44	100.00%	
Rev - Fundraising - 353	\$2,500.00	\$12.17	\$12.17	\$2,487.83	99.51%	
Rev - Social Dues	\$400.00	\$333.00	\$333.00	\$67.00	16.75%	
Rev - Student Fees/ Supplies	\$2,700.00	\$837.00	\$1,729.00	\$971.00	35.96%	
Rev - Brunswick County Schools	\$44,767.32	\$0.00	\$0.00	\$44,767.32	100.00%	
F & F - Brunswick County Schoo	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.00%	
Rev - Duplin County Schools	\$1,552.00	\$0.00	\$0.00	\$1,552.00	100.00%	
Rev - New Hanover County Schoo	\$786,240.00	\$0.00	\$0.00	\$786,240.00	100.00%	
F & F - New Hanover County Sch	\$11,000.00	\$0.00	\$0.00	\$11,000.00	100.00%	
Rev - Pender County Schools	\$40,492.65	\$0.00	\$0.00	\$40,492.65	100.00%	
F & F - Pender County Schools	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.00%	
TOTAL LOCAL REVENUE	\$2,202,964.41	\$7,428.47	\$10,308.32	\$2,192,656.09	99.53%	
TOTAL REVENUE	\$4,013,504.41	\$224,723.64	\$603,707.01	\$3,409,797.40	84.96%	

CAPE FEAR CENTER FOR INQUIRY
BUDGET REPORT LV 5
From 9/1/2009 to 9/30/2009

EXPENSES	CURRENT BUDGET	MTD ACTIVITY	YTD ACTIVITY	BUDGET BALANCE	PERCENT REMAINING	NOTES
1. Salaries & Bonuses						
Salary - Cert Teacher	\$1,050,377.00	\$84,735.03	\$258,531.23	\$791,845.77	75.39%	
Salary - Teacher Assistant	\$68,000.00	\$5,344.52	\$5,344.52	\$62,655.48	92.14%	
Salary - Substitute	\$25,000.00	\$1,470.00	\$1,470.00	\$23,530.00	94.12%	
Salary - EC Cert Teacher	\$152,229.34	\$12,817.18	\$38,712.52	\$113,516.82	74.57%	
Salary - EC Teacher Assistant	\$10,000.00	\$1,940.00	\$1,940.00	\$8,060.00	80.60%	
Salary - Guidance	\$21,463.09	\$1,788.59	\$5,690.97	\$15,772.12	73.48%	
Salary - Principal	\$81,000.00	\$6,750.00	\$20,250.00	\$60,750.00	75.00%	
Salary - Assistant Principal	\$45,342.00	\$3,778.50	\$11,335.50	\$34,006.50	75.00%	
Salary - Office	\$40,000.00	\$3,685.09	\$8,387.51	\$31,612.49	79.03%	
Salary - Business Manager	\$72,400.00	\$6,033.34	\$18,100.02	\$54,299.98	75.00%	
Salary - Behavioral - 029	\$30,430.00	\$9,740.27	\$9,740.27	\$20,689.73	67.99%	
Total 1. Salaries & Bonuses	\$1,596,241.43	\$138,082.52	\$379,502.54	\$1,216,738.89	76.23%	
2. Benefits						
Social Security Cost	\$119,784.57	\$9,579.68	\$27,587.98	\$92,196.59	76.97%	
Social Security Cost - 029	\$2,328.00	\$745.13	\$745.13	\$1,582.87	67.99%	
State Retirement Cost	\$121,351.55	\$9,843.39	\$29,936.29	\$91,415.26	75.33%	
State Retirement Cost - 029	\$2,477.00	\$852.27	\$852.27	\$1,624.73	65.59%	
Hospitalization Cost	\$140,325.84	\$9,807.72	\$30,554.82	\$109,771.02	78.23%	
Hospitalization Cost - 029	\$4,183.00	\$1,131.66	\$1,131.66	\$3,051.34	72.95%	
Unemployment Cost	\$8,122.75	\$0.00	\$0.00	\$8,122.75	100.00%	
Total 2. Benefits	\$398,572.71	\$31,959.85	\$90,808.15	\$307,764.56	77.22%	
3. Books & Supplies						
Textbooks	\$500.00	\$0.00	\$0.00	\$500.00	100.00%	
Instructional Supplies	\$15,500.00	\$1,908.27	\$4,074.24	\$11,425.76	73.71%	
EC Instructional Supplies	\$3,700.00	\$803.65	\$803.65	\$2,896.35	78.28%	
Safety Supplies	\$800.00	\$235.50	\$235.50	\$564.50	70.56%	
Arts Supplies	\$1,700.00	\$0.00	\$0.00	\$1,700.00	100.00%	
Office Supplies	\$8,500.00	\$618.71	\$1,160.61	\$7,339.39	86.35%	
Board of Directors Supplies	\$50.00	\$0.00	\$0.00	\$50.00	100.00%	
Postage	\$950.00	\$172.99	\$294.99	\$655.01	68.95%	
Memberships	\$0.00	\$14.04	\$75.06	(\$75.06)	0.00%	Need a budget
Social Dues	\$400.00	\$0.00	\$0.00	\$400.00	100.00%	
Sales Tax Expense	\$800.00	\$179.17	\$1,041.40	(\$241.40)	-30.18%	Add \$500.00
Band Supplies	\$250.00	\$0.00	\$0.00	\$250.00	100.00%	
Chorus Supplies	\$750.00	\$0.00	\$0.00	\$750.00	100.00%	
Total 3. Books & Supplies	\$33,900.00	\$3,932.33	\$7,685.45	\$26,214.55	77.33%	

CAPE FEAR CENTER FOR INQUIRY

BUDGET REPORT LV 5

From 9/1/2009 to 9/30/2009

	CURRENT BUDGET	MTD ACTIVITY	YTD ACTIVITY	BUDGET BALANCE	PERCENT REMAINING	NOTES
4. Technology						
Internet Services	\$3,222.00	\$16.00	\$203.00	\$3,019.00	93.70%	
Instructional Software	\$4,700.00	\$76.98	\$156.97	\$4,543.03	96.66%	
Non-Capitalized Hardware	\$6,000.00	\$0.00	\$0.00	\$6,000.00	100.00%	
Office Software	\$3,250.00	\$208.34	\$625.02	\$2,624.98	80.77%	
Non-Capitalized Office Hardware	\$250.00	\$0.00	\$0.00	\$250.00	100.00%	
Total 4. Technology	\$17,422.00	\$301.32	\$984.99	\$16,437.01	94.35%	
5. Non-Cap Equipment & Leases						
Instructional Equipment	\$4,000.00	\$0.00	\$0.00	\$4,000.00	100.00%	
Reproduction Costs	\$8,500.00	\$1,484.52	\$2,117.68	\$6,382.32	75.09%	
Office Equipment	\$500.00	\$0.00	\$0.00	\$500.00	100.00%	
Total 5. Non-Cap Equipment & Leases	\$13,000.00	\$1,484.52	\$2,117.68	\$10,882.32	83.71%	
6. Contracted Student Services						
Instructional Services	\$300.00	\$0.00	\$0.00	\$300.00	100.00%	
EC Services	\$5,600.00	\$0.00	\$0.00	\$5,600.00	100.00%	
Psychological Services	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.00%	
Security Services	\$4,000.00	\$469.68	\$1,396.50	\$2,603.50	65.09%	
Speech Services	\$23,400.00	\$741.00	\$1,261.00	\$22,139.00	94.61%	
Field Trips	\$47,000.00	\$80.00	\$380.00	\$46,620.00	99.19%	
Total 6. Contracted Student Services	\$82,300.00	\$1,290.68	\$3,037.50	\$79,262.50	96.31%	
7. Staff Development						
Workshop Expenses	\$5,000.00	\$195.00	\$1,130.60	\$3,869.40	77.39%	
Total 7. Staff Development	\$5,000.00	\$195.00	\$1,130.60	\$3,869.40	77.39%	
8. Administrative Services						
Advertising	\$3,000.00	\$337.27	\$337.27	\$2,662.73	88.76%	
Audit Services	\$9,500.00	\$0.00	\$0.00	\$9,500.00	100.00%	
Bank Fees	\$600.00	\$0.10	\$123.44	\$476.56	79.43%	
Financial Services	\$37,000.00	\$3,018.40	\$9,055.20	\$27,944.80	75.53%	
General Administration	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.00%	
Legal Services	\$3,600.00	\$82.50	\$82.50	\$3,517.50	97.71%	
SIMS/NC WISE Services	\$17,000.00	\$1,373.98	\$4,121.94	\$12,878.06	75.75%	
Technology Support Services	\$800.00	\$21.17	\$21.17	\$778.83	97.35%	
Human Resources	\$750.00	\$30.00	\$45.00	\$705.00	94.00%	
Other Tax Payments	\$600.00	\$568.52	\$568.52	\$31.48	5.25%	
Total 8. Administrative Services	\$74,850.00	\$5,431.94	\$14,355.04	\$60,494.96	80.82%	

CAPE FEAR CENTER FOR INQUIRY
BUDGET REPORT LV 5
From 9/1/2009 to 9/30/2009

	CURRENT BUDGET	MTD ACTIVITY	YTD ACTIVITY	BUDGET BALANCE	PERCENT REMAINING	NOTES
9. Insurances						
Workers Compensation	\$9,753.00	\$741.00	\$4,060.87	\$5,692.13	58.36%	
General Liability	\$7,274.00	\$1,306.00	\$7,005.80	\$268.20	3.69%	
Property	\$834.00	\$0.00	\$0.00	\$834.00	100.00%	
Other Insurance & Judgements	\$7,863.00	\$0.00	\$1,761.25	\$6,101.75	77.60%	
Total 9. Insurances	\$25,724.00	\$2,047.00	\$12,827.92	\$12,896.08	50.13%	
10. Rents & Debt Service						
Building Rent	\$342,334.00	\$30,189.67	\$85,583.49	\$256,750.51	75.00%	
Total 10. Rents & Debt Service	\$342,334.00	\$30,189.67	\$85,583.49	\$256,750.51	75.00%	
11. Facilities						
Building Repairs & Maintenance	\$6,000.00	\$584.85	\$1,103.74	\$4,896.26	81.60%	
Building Supplies & Materials	\$4,000.00	\$35.78	\$57.59	\$3,942.41	98.56%	
Contracted Custodial Services	\$40,000.00	\$1,735.00	\$4,825.55	\$35,174.45	87.94%	
Custodial Supplies & Materials	\$5,000.00	\$324.00	\$408.00	\$4,592.00	91.84%	
Improvement to Existing Site	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100.00%	
Total 11. Facilities	\$57,500.00	\$2,679.63	\$6,394.88	\$51,105.12	88.88%	
12. Utilities						
Electricity	\$27,000.00	\$2,730.65	\$4,732.85	\$22,267.15	82.47%	
Water & Sewer	\$8,000.00	\$696.80	\$1,545.29	\$6,454.71	80.68%	
Waste Management	\$2,000.00	\$237.58	\$509.80	\$1,490.20	74.51%	
Telephone	\$12,000.00	\$888.20	\$2,422.70	\$9,577.30	79.81%	
Total 12. Utilities	\$49,000.00	\$4,553.23	\$9,210.64	\$39,789.36	81.20%	
13. Nutrition & Food						
Food Purchases	\$7,500.00	\$1,076.48	\$1,076.48	\$6,423.52	85.65%	
Total 13. Nutrition & Food	\$7,500.00	\$1,076.48	\$1,076.48	\$6,423.52	85.65%	
14. Transportation & Travel						
Travel	\$2,500.00	\$29.03	\$137.83	\$2,362.17	94.49%	
Total 14. Transportation & Travel	\$2,500.00	\$29.03	\$137.83	\$2,362.17	94.49%	

CAPE FEAR CENTER FOR INQUIRY
BUDGET REPORT LV 5
From 9/1/2009 to 9/30/2009

	CURRENT BUDGET	MTD ACTIVITY	YTD ACTIVITY	BUDGET BALANCE	PERCENT REMAINING	NOTES
16. New Site Development						
General Contracts - 305	\$82,810.00	\$0.00	\$0.00	\$82,810.00	100.00%	
Miscellaneous Contracts - 305	\$0.00	\$9,995.00	\$30,813.00	(\$30,813.00)	0.00%	Need a budget
Contracted Legal - 305	\$160.00	\$0.00	\$0.00	\$160.00	100.00%	
Debt Service - Interest - 305	\$20,700.00	\$0.00	\$0.00	\$20,700.00	100.00%	
Total 16. New Site Development	\$103,670.00	\$9,995.00	\$30,813.00	\$72,857.00	70.28%	
TOTAL EXPENSES	\$2,809,514.14	\$233,248.20	\$645,666.19	\$2,163,847.95	77.02%	
NET SURPLUS/(DEFICIT)	\$1,203,990.27	(\$8,524.56)	(\$41,959.18)			

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MM SECU 1908	\$ 201,545.14
SV SECU 4483	\$ 25.17
SV BB&T 4595	\$ 73,030.08
TOTAL:	\$ 1,212,353.26

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Curriculum Policy Committee Minutes

October 19, 2009, 3:15 pm.

Present: Pauline Piner, Jan Tremon-Jenkins, Teresa Lambe, Lori Underwood and Debbie Powell

Absent: John Fuller and Beth Carter

The meeting was called to order by Chairperson Debbie Powell.

Old business: The parent continuum will be finished in time for the end of the grading period.

New business: The committee reviewed the summary of a survey we sent out at the beginning of school concerning teachers' perceived areas of current focus. Eight areas were identified: Reading/writing workshop (1); Spelling (3); social studies (3); literacy in science and math (3); use of technology in instruction (3); Assessments (3); Using Inquiry with EC children and those with reading difficulty (7); cross-curricular integration with inquiry (2). The committee discussed that these may be the focus for Professional Learning Communities (PLCs), but Lori suggested we need to establish some type of accountability. Jan suggested have a set time to meet, may three one week, a different three the next, so people can be a member of more than one.

Two topics have already been planned: a workshop on Spelling on Wednesday, October 28 and Loop level meetings on October 30 to discuss literacy assessments: What information do you want the assessments to provide? How do you intend to use the data?

The rest of the meeting focused on the topic of "using inquiry with EC children and those with reading difficulties." The need for a broader focus on this topic seems most apparent by the time the EC children and children with reading disabilities get to middle school. The committee had many suggestions for how this could be improved, but we felt that it was an important topic for possibly the entire staff to focus on in the future.

The committee also felt that one way for the faculty to examine if there are content "gaps" that could cause difficulty for EC children would be to have each loop submit their unit title, main idea or big understand of the unit and key concepts. This curriculum map would allow us to see if there are any conceptual gaps that need to be filled. Such a curriculum map could be hung in the front hallway and revised when needed. This is a topic for faculty discussion.

Next meeting will be Nov. 9, Monday, 3:15 in Jan Tremon-Jenkins' room.

The meeting was adjourned at 4:10.

NOTE: We still need a faculty representative from the 4-5 loop.