

**INVEST Collegiate Consortium, Inc.
d/b/a INVEST COLLEGIATE – Transform
and
d/b/a INVEST COLLEGIATE – Imagine**

Board of Directors

OPEN MEETING MINUTES

Meeting Date: July 21, 2016 6:00pm

Location: Invest Collegiate Imagine

Directors Present: Linda Comer, Carolyn Smith, Debra Frazier, Megan Medley, Dr. Eddie Hoover

Directors Absent: Patricia Robinson Ryan

Others Present: Dr. Thomas Miller, executive director; Danah Telfaire, ICT HOS (by phone); Jennifer Townley, ICI HOS

- **6:06pm** Linda Comer calls the meeting to order. Welcome to all board members and advisory members present.
- **Agenda**
 - **Motion** by Debra Frazier to approve agenda (Transform). Second by Dr. Hoover.
 - **Vote**
 - Unanimous approval, motion carried
- **Transform Update**
 - Enrollment is at 596 (up from 490 at June Meeting).
 - **Marketing Efforts:** Campusing the North and South areas of Charlotte to hand out flyers and meet prospective partners.
 - **Mailer and Robo Call to 1,000**
 - Open House August 3 and 4
 - Personnel Updates
 - Motion to approve 12 hires listed (Frazier). Second by Carolyn Smith
 - Vote
 - Unanimous Approval, motion carried
 - Still multiple openings where there are plans over the next few days for hires placed.
 - EC Staff over budget right now
 - Board: Be sure we set a specific budget for our staff based on enrollment.
- Curriculum planning is coming along. Many items to check off as Ms. Telfaire is now on her 20th day as the HOS.
- **ICT Finance Update:**
 - School finished the year in the black with a \$55,000 in a surplus.
 - Will carry over \$270,000 in debt from architecture drawings (scheduled to pay \$10,000 per month (\$5,000 to each vendor) until solution.

- Dr. Miller to prepare documentation for October meeting with DPI.
- Finalizing 2016-2017 budget based upon projected 614 students (staffing/enrollment).
- Mrs. Telfaire shared updates regarding the school's academic plan that were noted in the HOS report.

Commitments: Linda Comer: Board is requesting a Saturday workshop with the HOS' to have a better understanding of the curriculum because the scores are unsatisfactory and collectively build a plan to show how bright our children really are.

ICT Meeting Adjourned at 6:55

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and
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Board of Directors

OPEN MEETING MINUTES

Meeting Date: July 21, 2016 6:30pm

Location: Invest Collegiate Imagine

Directors Present: Linda Comer, Carolyn Smith, Debra Frazier, Megan Medley, Dr. Eddie Hoover

Directors Absent: Patricia Robinson Ryan

Others Present: Dr. Thomas Miller, executive director; Jennifer Townley, ICI HOS

- **6:58pm** Linda Comer calls the meeting to order. Welcome to all board members and advisory members present.
- **Agenda**
 - **Change in agenda, could not vote on bylaws based on the board did not receive amendments 15 days prior to vote (ICC Policy).**
 - **Motion** by Carolyn Smith to approve agenda (Imagine). Second by Dr. Hoover.
 - **Vote**
 - Unanimous approval, motion carried
- **Minutes**
 - **Motion** by Carolyn Smith to approve June 2 open and closed meeting minutes. Second by Debra Frazier.
 - **Vote**
 - Unanimous approval, motion carried
 - Note: Need to get Special Meeting Minutes from June 16 to be approved in August.

Public Comment:

Mia Strauss: A Thank you to the staff, third year here at ICI. Starting middle school this year. Wants to ensure a very well-rounded education (arts and other experiences).

- **Imagine Update**
 - Enrollment is strong at 822 (100% per every grade level?)
- **Personnel Updates:**
 - **Motion** to approve recommendations listed on the HOS report. (Smith, Frazier) **Vote**
Unanimous
- **Policy Update:**

- **Motion** to approve Policy for Volunteers (Frazier, Hoover) **Vote** Unanimous
 - Level I volunteers will not have direct contact with a child.
 - Level II provides more assistance with children and needs a deeper background check.

School Updates (Academics)

Addressing the strategic plan over the next few weeks and working intimately with leadership team to ensure stronger academic and curriculum planning.

Went to Syracuse for a RTI conference as a leadership team and it was transforming for the team.

Financial Update:

Based on the preliminary end of year budget the school finished the year in the black and has no outstanding invoices. The 2016-2017 budget is almost completed and we have discovered that the per pupil allotment is \$80 more per child this upcoming school year from the state. This, along with a lease amendment, will put the school in a much stronger financial position at the end of this year.

First Graduating class will be this year for Imagine.

Governance Support:

Ms. Megan Medley: Review of the current bylaws so we could have broader opportunities to join our Board. Our bylaws are extremely specific and has been suggested by the legal team is instead of amending our current bylaws is to develop a new version.

Asking the Board for permission to start over.

Motion: Frazier, allow Ms. Medley to work with counsel to provide a draft of new bylaws. Seconded by Carolyn Smith.

Vote: Unanimous

The Employee handbook which was presented to the board during the June meetings was reviewed by legal counsel, staff and HOS from both campuses. Amendments were presented in advance.

Motion: Move to approve amendments to the Employee Handbook (Carolyn Smith, Megan Medley)

Vote: Unanimous.

Board Member Selection Committee Report:

Bylaws are hindering the selection committee's options. The committee is waiting for these new bylaws to be approved to complete the process.

Question to grow the Board to at least nine members to expand skill sets and committee opportunities.

Vote on Officers for next year

President: Dr. Eddie Hoover

Vice President: Carolyn Smith

Treasurer: Debra Frazier

Secretary: Megan Medley

Motion: To approve all new officer positions as noted. (Smith, Frazier)

Vote: Unanimous

Adjourn at 8:15: Hoover, Frazier