

Community School of Digital and Visual Arts

Board Meeting Minutes

Date: April 3, 2025

Time: 4:00pm

Location: Virtual Meeting via Zoom

I. Call to Order

The meeting was called to order at 4:00pm by Board Chair Joe Battle

II. Roll Call and Establishment of Quorum

Roll was called, and a quorum was declared present.

Board Members Present

- Joe Battle
- Michael Palmer
- Kathy Everett-Perry
- Toni Hall
- Bonnie Hause
- Tommy McNeill

Non-Board Members Present

- Brian Crawford

III. Approval of the Agenda

- **Motion by:** Joe Battle to approve the draft agenda as presented.
- **Moved by:** Kathy Everett-Perry
- **Seconded by:** Toni Hall
- **Vote:** Motion carried unanimously.

V. Charter Renewal Presentation Preparation

A. Logistics and Slide Assignments

The board finalized logistics for the upcoming Charter Renewal Review on Monday at 12:00 PM.

- The PowerPoint presentation has been submitted and cannot be revised.
- A one-page academic performance handout will be printed and distributed during the review.
- Presentation assignments were confirmed as follows:
 - Joe Battle – Introduction and facilities/funding/next steps
 - Brian Crawford– Legal, compliance, and financial updates
 - Bonnie Hauser – Organizational restructuring and accountability framework

B. Key Discussion Points

- **Audit Clarification:** Brian addressed the \$60,000 in misclassified expenses from FY22–23, noting this issue was due to accounting service transitions and has since been resolved.
- **Academic Growth:** The board emphasized that despite one-year LEA comparison dips, performance among key subgroups has notably improved.
- **Compliance Documentation:** Joe will review the state’s agenda and posted materials in advance. Talking points will clarify delayed document uploads versus actual noncompliance.
- **Board Calendar:** Members reaffirmed commitment to a shared calendar of compliance expectations between board and leadership.

C. Renewal Criteria Review

The board reviewed and affirmed the school’s eligibility for a three-year charter renewal based on:

- No material violations
- Meeting or exceeding academic growth standards
- Resolution of past audit findings

VI. Compliance and Enrollment

- The school’s ADM dropped to 178 in 2022–23 due to external factors but has since recovered to 211 students for 2023–24.
 - Ben Johnson will prepare ADM documentation to support this rebound and respond to any DPI inquiries.
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VII. Workers’ Compensation Coverage

- Brian Crawford disclosed that the school has lacked workers’ compensation insurance since July 2024 due to an incomplete audit required by the insurer.
- He committed to submitting the audit paperwork immediately to restore or replace coverage.
- The board stressed urgency and potential liability and supported swift corrective action.

VIII. Facility Updates

A. Current Facility Sale

- The buyer has requested a \$500,000 reduction based on roof findings.
- The board deemed the request excessive and would consider a reduction only in the \$50,000–\$100,000 range, and only after the April 7 renewal decision.
- Due diligence expires April 11, after which \$600,000 becomes nonrefundable.

B. Facility Lease Option

- The board discussed a potential lease opportunity at Club Boulevard (~\$30,000/year).
 - A decision was deferred pending the charter renewal outcome. Members expressed interest in touring the site if renewal is secured.
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IX. Next Steps

- All board members will arrive by 11:00 AM for Monday's presentation.
 - Final talking points, printed handouts, and slide review assignments will be confirmed.
 - Brian will ensure ADM and insurance documentation are submitted promptly.
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X. Closed Session

Motion by: Joe Battle to enter closed session pursuant to N.C. General Statutes §143-318.11(a)(5) and (a)(6) to discuss insurance and real estate matters.

Moved by: Bonnie Hauser

Seconded by: Michael Palmer

Vote: Motion carried unanimously.

[Closed session held.]

Motion by: Joe Battle to return to open session.

Moved by: Bonnie Hauser

Seconded by: Michael Palmer

Vote: Motion carried unanimously.

XI. Adjournment

Motion by: Joe Battle to adjourn the meeting.

Moved by: Bonnie Hauser

Seconded by: Tommy McNeill

Vote: Motion carried.

The meeting was adjourned at 4:52 pm.