

Hapeville Charter Schools Board of Directors

Foundation Board

*Diane Terry, CEO
*Terry Martin, CFO
*Lew Valero, SEC

Community Representatives

Lucas Falor
Erik Luchsinger

Parent Representatives

Ginger Anderson
*Shondra Evans
*Krystal Rainey
Open

* Denotes Board Members in Attendance

Board Meeting Minutes July 27, 2011 at 11:00 am Hapeville Charter Middle School 6th/7th Grade Main Campus

NOTE: *Hapeville Charter School receives funding through the Federal Title I Program for economically disadvantaged families. Hapeville Charter Middle School is a School-wide Title I School within the Fulton County School System. Hapeville Charter Career Academy is a Targeted Assisted Title I School within the Fulton County School System.*

This institution is an equal opportunity provider.

1. Diane Terry called the meeting to order at 11:05 am
2. The May 23 2011 Board Meeting Minutes were approved with unanimous consent
3. President's Report
 - a. Ms. Jessica Shapiro presented an educational tour opportunity which she is interested in marketing for the parents and students of Hapeville Charter Career Academy for the summer of 2012 through the Education First. The planned itinerary program, entitled "History: Holocaust in Europe" includes two and three night stays in Berlin, Warsaw, Krakow, and Prague (with a possible three day extension to Nuremburg and Munich.) The cost of the trip for students is \$3,217, with \$95.00 required by August 15, 2011 to hold the student's place. The Board requested that any marketing to parents and students include a clear statement that the trip is not a school funded program and that any collection of monies towards the trip will be between Ms. Shapiro and Education First.
 - b. The mission statements of HCMS and HCCA were included in the Board Agenda for July 2011 as a reminder of the Fall QAR visits from AdvancED. The mission statements are:

Hapeville Charter Middle School:

The mission of Hapeville Charter Middle School is to prepare each student, within a safe and caring learning environment, for successful transition to high school.

Hapeville Charter Career Academy:

The mission of Hapeville Charter Career Academy is to provide a challenging and encouraging learning environment which substantially prepares each student

for post-secondary plans and the workplace by supporting and encouraging his/her motivation for lifelong learning.

The Board was reminded that the upcoming AdvancED QAR visits are:

Hapeville Charter Middle School – Nov.9/10, 2011

Hapeville Charter Career Academy – Nov.3/2, 2011

NOTE: Five Hapeville Charter faculty/staff have participated during the 2010-2011 School Year as AdvancED QAR Team representatives to five different schools in preparation for the Fall 2011 visits.

- c. Mr. Rainey presented the planned Math rollout for HCCA beginning with the 2011-2012 School Year for Board approval. HCCA will be following the Fulton County Schools rollout which includes:
- 9th Graders will use Integrated Math I and Math II books with a focus on Algebra
 - 10th Graders will use Integrated Math II and Math III books with a focus on Geometry
 - 11th Graders will use Integrated Math II and Math III books with a focus on Algebra II

The Board approved Mr. Rainey’s recommendation for the high school Math program rollout.

- d. The July 2011 Board meeting included two of the three new parent representatives:

Shondra Evans (6th Grade parent)

Krystal Rainey (6th Grade parent)

Ginger Anderson (6th Grade parent) was unable to attend the meeting. One parent position on the Board is currently open.

The Principals will ensure that the September 2011 PTCO meetings at HCMS and HCCA include an agenda item for approval of the Board by the parent/guardians.

- e. The Board approved funding of 3 to 4 faculty/staff to attend the Green Schools National Conference scheduled in Denver from February 27 through 29, 2012.
- f. The Board determined that a committee will be established to investigate the feasibility of expanding Hapeville Charter Middle School facilities. The committee currently includes Jannard Rainey, Terry Martin and Judi Grubbs.
4. Ms. Martin presented the school financial information for the month ending June, 2011 (and the close of the 2010-2011 School Year.) In addition, copies of the 2011-2012 Hapeville Charter Budget were distributed to attendees. Ms. Martin explained the revenue and expense line items to the attendees. After several minutes of questions and answers, the Board approved the Hapeville Charter “balanced budget” for the 2011-2012

School Year. A copy of the two page budget is included on pages 4 and 5 of this document.

Please note that on the day of the July 2011 Board meeting, the Title I line item budget figures for HCMS and HCCA (which were included in the overall budget) were incorrectly stated on the documentation that was distributed to the Board and attendees. The following chart includes the incorrect and correct figures which were emailed to the Board on July 29, 2011:

School	Stated on July 27, 2011	Corrected on July 29, 2011	Change
HCMS	\$165,000.00	\$131,460.00	(\$33,540.00)
HCCA	\$ 28,000.00	\$ 91,520.00	+\$63,520.00

5. Enrollment Update in preparation for the 2011-2012 School Year
The following planned enrollment numbers were reported by Ms. Lowe and Mr. Rainey:

- Sixth grade - 219
- Seventh grade - 192
- Eighth grade - 186
- HCMS TOTAL: 597

- Ninth grade - 205
- Tenth grade - 190
- Eleventh grade - 145
- HCCA TOTAL: 540
- Hapeville Charter Schools Total: 1,137

6. Communications

Ms. Grubbs reminded the Board of Hapeville Charter’s Third Recycling Event (since Fall 2010) scheduled on Saturday, November 12th at the HCCA Buffington Road campus.

She reminded the Board of the upcoming Happy Days Festival in Hapeville scheduled on Saturday, September 17 at Jesse Lucas Park. Following a discussion the Board approved reserving an area at the event for schoolwide fundraising and also for promoting the Recycling Event to the festival attendees.

7. The meeting was adjourned at 1:30 pm.

**Georgia Magnet Charter School
Foundation**

dba Hapeville Charter Schools

Budget Year 2011 - 2012

Revenues	
HCMS - FCSS Allotment	\$4,012,944.15
HCCA - FCSS Allotment	\$3,108,200.90
HCMS - Title I	\$131,460.00
HCCA - Title I	\$91,520.00
Federal Free/Reduced Reimbursement	\$523,577.88
Sports Programs (HCCA)	\$73,480.00
Ford PAS	\$4,500.00
Total Revenues	\$7,945,682.93

Expenses	Code	Total	2011-2012
			% of Total
Equipment - High School	031-0005HS	\$35,000.00	0.44%
Equipment - Computers	031-1000	\$6,400.00	0.08%
Leased Equipment - HCMS	032-0000	\$8,000.00	0.10%
Leased Equipment - HCCA	032-1005HS	\$10,014.00	0.13%
Furniture & Fixtures - HS	033-0005HS	\$10,000.00	0.13%
Salaries		\$3,425,649.27	43.11%
Payroll Taxes		\$108,006.79	1.36%
Teacher Retirement System - HCMS		\$344,701.50	4.34%
Taxes - Property & Personal	300-0000HS	\$32,000.00	0.40%
Purchased Services		\$99,150.00	1.25%
Storage	300-3000	\$1,200.00	0.02%
Security - Monitoring	300-4000	\$720.00	0.01%
Security - Monitoring 8th Grade Campus	300-4001	\$720.00	0.01%
Security - Monitoring HS	300-4005HS	\$425.00	0.01%
Federal Free/Reduced Costs - HCMS	300-8000	\$379,965.00	4.78%
Federal Free/Reduced Costs - HCCA	300-8005HS	\$281,412.30	3.54%
Advertising/Marketing - HCMS	325-1000	\$4,691.78	0.06%
Advertising/Marketing - HCCA	325-1000HS	\$4,196.59	0.05%
Fingerprinting/Drug Alcohol - HCMS	332-2700	\$5,298.00	0.07%
Fingerprinting/Drug Alcohol - HCCA	332-2705HS	\$4,871.00	0.06%
Music - Instructional Fee	400-0100	\$1,700.00	0.02%
Psychological/Speech Counsel - HCMS	400-0200	\$13,757.40	0.17%
Psychological/Speech Counsel - HCCA	400-0205HS	\$13,757.40	0.17%
Accounting & Legal Fees	400-0300	\$17,000.00	0.21%
Website Maintenance - HCMS	400-0400	\$1,500.00	0.02%
Website Maintenance - HCCA	400-0400HS	\$1,500.00	0.02%
Custodial Cleaning - Main Campus - HCMS	400-2600	\$55,000.00	0.69%
Custodial Cleaning - 8th Grade Campus - HCMS	400-2601	\$30,000.00	0.38%
Custodial Cleaning - HCCA	400-2601HS	\$125,000.00	1.57%
Repairs & Maint. Bldg. Main Campus - HCMS	430-2600	\$80,791.65	1.02%
Repairs & Maint. Bldg. 8th Grade Campus.- HCMS	430-2601	\$12,800.00	0.16%
Repairs & Main Bldg - HCCA	430-2605HS	\$35,372.00	0.45%
Facilities - Monthly Rent Main - HCMS	441-2600	\$24,000.00	0.30%
Equipment Rental/Bldg - HCCA	442-2605HS	\$2,500.00	0.03%
Vehicle Expense	445-2000	\$7,100.00	0.09%
Employee Insurance - HCMS	520-1000	\$616,886.26	7.76%
Insurance/Comm/Umbrella - HCMS	520-2600	\$27,000.00	0.34%
Insurance/Comm/Umbrell - HCCA	520-2605HS	\$53,498.74	0.67%
Insurance / Workman's Comp - HCMS	520-2700	\$22,000.00	0.28%
Insurance / Workman's Comp - HCCA	520-2705HS	\$15,341.32	0.19%
Insurance - Vehicle /Bus/Truck	520-2800	\$6,055.00	0.08%

Postage & Shipping - Main Campus - HCMS	530-2400	\$2,721.00	0.03%
Postage & Shipping - 8th Grade Campus - HCMS	530-2401	\$1,361.00	0.02%
Postage & Shipping - HCCA	530-2405HS	\$1,000.00	0.01%
Telephones / Cell Phones - Main Campus - HCMS	531-2400	\$17,940.00	0.23%
Telephones / Cell Phones - 8th Grade Campus - HCMS	531-2401	\$13,978.00	0.18%
Telephones / Cell Phones - HCCA	531-2401HS	\$17,000.00	0.21%
Employee Expenses - HCMS	580-1000	\$6,998.00	0.09%
Employee Expenses - HCCA	580-1005HS	\$3,890.00	0.05%
Bank Charges / Admin Charges	590-1000	\$5,400.00	0.07%
Payroll Processing Fee	595-1000	\$8,550.00	0.11%
Supplies-Admin & Faculty Main Campus - HCMS	610-1000	\$43,950.00	0.55%
Supplies-Admin & Faculty 8th Grade Campus - HCMS	610-1001	\$10,000.00	0.13%
Supplies / Admin & Faculty - HCCA	610-1002HS	\$33,663.00	0.42%
Supplies - Custodial/Bldg Main Campus - HCMS	610-2600	\$6,200.00	0.08%
Supplies - Custodial/Bldg 8th Grade Campus - HCMS	610-2601	\$3,379.00	0.04%
Supplies - Custodial/Bldg - HCCA	610-2605HS	\$8,973.00	0.11%
Computer Software & Supp - HCMS	612-1000	\$15,700.00	0.20%
Computer Software & Supp - 8th Grade Campus - HCMS	612-1001	\$3,000.00	0.04%
Computer Software & Supp - HCCA	612-1005HS	\$36,000.00	0.45%
Expendible Office & Equip - Main Campus - HCMS	615-1000	\$8,386.00	0.11%
Expendible Office & Equip - 8th Grade Campus - HCMS	615-1001	\$6,000.00	0.08%
Expendible Office & Equip - HCCA	615-1005HS	\$12,000.00	0.15%
Utilities - Gas & Elec - Main Campus - HCMS	620-2600	\$54,000.00	0.68%
Utilities - Gas & Elec - 8th Grade Campus - HCMS	620-2601	\$40,000.00	0.50%
Utilities - Gas & Electric - HCCA	620-2602HS	\$170,400.00	2.14%
Utilities - Trash & Water - Main Campus - HCMS	625-2600	\$6,500.00	0.08%
Utilities - Trash & Water - 8th Grade Campus - HCMS	625-2601	\$5,000.00	0.06%
Utilities - Trash & Water - HCCA	625-2605HS	\$14,345.00	0.18%
Pest Services - Main Campus - HCMS	626-2600	\$1,020.00	0.01%
Pest Services - 8th Grade Campus - HCMS	626-2601	\$1,106.00	0.01%
Pest Services - HCCA	626-2605HS	\$2,400.00	0.03%
Supplies / Instructional Class - HCMS	640-1000	\$23,525.00	0.30%
Supplies / Instructional Class - HCCA	640-1005HS	\$10,000.00	0.13%
Textbooks Purchases - HCMS	641-1000	\$13,145.00	0.17%
Textbooks Purchases - HCCA	641-1005HS	\$134,000.00	1.69%
Title I Purchases - HCMS	645-1640	\$131,460.00	1.65%
Title I Purchases - HCCA	645-1645	\$91,520.00	1.15%
Yearbook High School - HCCA	650-1205HS	\$15,000.00	0.19%
Bus Services - Daily Transport	660-1000	\$174,256.00	2.19%
Conferences / Seminars	809-1000	\$4,254.00	0.05%
Dues & Fees / Faculty/Staff	810-1000	\$7,900.00	0.10%
Professional Development	811-0000	\$14,614.24	0.18%
Interest Expense HS	876-2005HS	\$521,156.00	6.56%
Student Activity Fees	902-1050	\$5,000.00	0.06%
Student Activities - Sports	902-1100	\$6,100.00	0.08%
Stipends to HCCA sports programs		\$19,000.00	0.24%
HCCA Sports Programs		\$56,564.95	0.71%
Summer Salary Reserve	906-0000	\$148,507.50	1.87%
Mortgage Payment Accrual		\$83,839.24	1.06%
		\$7,945,682.93	100.00%

Total

Total Revenues		\$7,945,682.93
Total Expenses		\$7,945,682.93