

# Hapeville Charter Schools

## Foundation Board

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

## Community Representatives

\*Tracie McCord  
\*Irene Munn

## Parent Representatives

Ginger Anderson  
Krystal Rainey  
\*Shondra Evans  
\*Regina Mincey

### Board Meeting Minutes

January 28, 2013 at 5:30 pm

Hapeville Charter Career Academy – Buffington Road

Hapeville Charter Schools receive funding through the Federal Title I Program for economically disadvantaged families. Hapeville Charter Middle School and Hapeville Charter Career Academy have each attained Schoolwide Title I Status.

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"This institution is an equal opportunity provider."

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Diane Terry, CEO, called the Hapeville Charter Board of Directors meeting to order at 5:35 pm. Those in attendance are marked above with an asterisk.

Absent: Ginger Anderson, Krystal Rainey  
Shondra Evans left the meeting at 6:00 pm.

NOTE: The meeting agenda and supporting documentation were sent via email attachment to the Board members one week prior to the Board meeting.

A motion was made to approve the November 19, 2012 Board Meeting Minutes  
The motion was seconded and approved by the Board.

A motion was made to approve the December 13, 2012 Board Meeting Minutes as corrected with discussion.

The motion was seconded and approved by the Board

The revised Board Minutes for December 13, 2012:



Board of Directors  
Meeting Minutes for [

## **Board Actions:**

1. Request the Board to discuss and approve the Public Comment Policy  
A motion was made to approve the Public Comment Policy with the following modification to Step #1:

Send a request via email or written request to the School President (gtmartin@msn.com) and the HCMS or HCCA Principal (mlowe@hapevillecharter.org or jrainey@hapevillecharter.org) no earlier than two weeks prior to the scheduled board meeting and no later than noon of the Friday before the next week's board meeting. Request to address the Board must include topic or issue the requestor would like to address before the Board.

Motion was seconded and approved by the Board.

The revised and approved Hapeville Charter Public Comment Policy:



HCS Board Policy -  
Public Comment - Jan

2. Request the Board to discuss and approve a new Conflict of Interest Policy

Diane Terry moved Action Item #2 (for the proposed Conflict of Interest Policy) from an Action Item to New Business due to correspondence (dated January 28, 2013) she had received on the day of the scheduled Board meeting from Laura Stowell, the Fulton County Schools Charter Coordinator. Specifically, the Hapeville Charter Board has been directed to comply with the following directive:

Please revise the proposed policy to ensure that it does align with the FCS Letter of Assurances and begin implementation of that revised policy upon the next selection cycle for directors. Allowing staff members to sit on the board of directors is not in alignment with the recently revised FCS policy since these board members receive payment for services to the charter school. This is a mandatory action.

The action item will be moved to the February 2013 Board Meeting.

3. Request the Board to discuss and approve the staff recommendations for increasing the student participation in School Nutrition program based on the information presented by the Chef Advantage staff at the November 19, 2012 Board Meeting.

Ms. Banks distributed a copy of the following handout to the Board for review:



Ms. Banks Second  
Chance Breakfast Pre

A motion was made to approve the “test phase” of the breakfast participation program with directions to the staff to collect and report on participation at the February 2013 Board meeting.

The motion was seconded and approved by the Board.

4. Request the Board to discuss and approve the staff recommendations for “next steps” in regards to the Hapeville Charter School Culture and Climate Survey results.

NOTE: Dr. McFarlane has been ill with the flu since classes started on January 7, 2013 through today (January 16, 2013.) She and Dr. Martin had originally planned to work through the data results and prepare for an initial presentation to the Board at the January 28, 2013 Board Meeting.

The action item will be moved to the February 2013 Board Meeting.

#### Board Discussion Items with Board Request for Staff Action:

(a) Enforcement of HCCA Uniform Policy

The HCCA staff will collect data which includes the names of students who are consistently out of compliance with the policy and the reasons for the students being out of compliance. The data will be reported to the Board at the February 2013 Board Meeting for a discussion about any changes that may be recommended to solve the problem.

(b) Breakfast Participation Percentages

The School Nutrition staff will collect data of the number of students (and percentage of the total student body) who are participating in the breakfast program of the Hapeville Charter School Nutrition Program. The data will be reported to the Board at the February 2013 Board Meeting to determine if any changes or modifications need to be made to the Second Chance Breakfast Program.

Meeting adjourned at 7:15 pm

Submitted by:

Dr. Gary Martin  
President, Hapeville Charter Schools

NOTE the following is a listing of the Hapeville Charter Board meeting dates for the 2012-2013 School Year

**Wednesday, August 1, 2012, 11:00 am**  
**Hapeville Charter Middle School Sixth/Seventh Grade Building**  
**NOTE: This is the only meeting of the school year that is NOT on a Monday**

***August 13, 2012 – First Day of Classes***

**Monday, August 27, 2012, 5:30 pm**  
**Hapeville Charter Career Academy - Building A**

**Monday, September 24, 2012, 5:30 pm**  
**Hapeville Charter Middle School Sixth/Seventh Grade Building**

**Monday, October 29, 2012, 5:30 pm**  
**Hapeville Charter Career Academy - Building A**

**Monday, November 19, 2012, 5:30 pm**  
**Hapeville Charter Middle School Sixth/Seventh Grade Building**

**Monday, January 28, 2013, 5:30 pm**  
**Hapeville Charter Career Academy - Building A**

**Monday, February 25, 2013, 5:30 pm**  
**Hapeville Charter Middle School Sixth/Seventh Grade Building**

**Monday, March 25, 2013, 5:30 pm**  
**Hapeville Charter Career Academy - Building A**

**Monday, April 29, 2013, 5:30 pm**  
**Hapeville Charter Middle School Sixth/Seventh Grade Building**

**Monday, May 20, 2013, 5:30 pm**  
**Hapeville Charter Career Academy - Building A**

***May 23, 2013 – Last Day of Classes***