

# Hapeville Charter Schools

## Foundation Board

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

## Community Representatives

Barbara McKee  
\*Irene Munn

## Parent Representatives

Ginger Anderson  
\*Deirdre Dixon  
\*Helen Willis  
\*Regina Mincey

## Board Meeting Minutes

May 18, 2015 at 5:30pm

Hapeville Charter Career Academy – Buffington Road Facilities

*Hapeville Charter Middle School (HCMS) and Hapeville Charter Career Academy (HCCA) are each accredited by AdvancED. HCMS receives funding through the Federal Title I Program for economically disadvantaged families as a school-wide Title I School operating as a part of Fulton County School System. This corporation, which includes HCMS and HCC, is an equal opportunity provider.*

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Diane Terry, CEO, called the Board of Directors meeting to order at 5:37 pm.

Those in attendance are marked above with an asterisk.

Absent: Barbara McKee, Ginger Anderson

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

### Public Comment

Ms. Linnell Burton, P.A., Founder and Owner of Blueprint Camp, LLC, addressed the Board about a one week summer camp opportunity for elementary, middle and high school students interested in a Forensic Science discipline career pathway. She requested the Board to consider offering the program at the Hapeville Charter Career Academy facilities during the Summer 2015. The Board recommended that any further decisions regarding the program rollout be determined by Mr. Rainey.

A motion was made to approve the April 27, 2015 Board Meeting Minutes as amended. The motion was seconded and approved.

Mr. Rainey introduced the following three HCCA graduating seniors to the Board who represented the 2014-2015 HCCA SkillsUSA Team:

HCCA Senior	College Acceptance to:
Kareem Grogan	University of Alabama
Rotimi Frank Kadiri	Morehouse College
Jarius Taylor	Morehouse College

The three seniors addressed the Board about the benefits and opportunities of participating with SkillsUSA this school year.

### Financial Update

Terry Martin presented the Financial Update to the Board. The Revenue and Expense figures for the period from July 1, 2014 through April 30, 2015 are:

Revenues:	\$7,754,854.29
Expenses:	\$6,637,743.17
<u>Capital Assets:</u>	<u>\$ 424,468.53</u>

Net Cash Flow  
After asset Purchases: \$ 692,642.59

Through April 30, 2015, the revenue actuals to budget represent 101% (with a target of 100%.)  
Through the same period, the expense actuals to budget represent 97% (with a target of 100%.)

The supporting PowerPoint presentation for the Board's Financial Update is linked:



Hapeville Charter  
Board Financial Prese

### Principals' Update

HCMS Update by Ms. Lowe - Page 3  
HCCA Update by Mr. Rainey - Page 4

*Ms. Lowe's Principal Report to the Board*

HCMS Principals report  
2014-15 Principal M. Lowe  
May 18, 2015

Enrollment: 2014-15

6th- 182

7th- 163

8th- 172

Total 517

GA milestones' testing is completed along with EOC testing for 8<sup>th</sup> graders.

Upcoming events:

First annual STEM festival took place May 15, 2015 from 12:30-3:30pm at the main campus was a success. It will be an ongoing event for students to learn more about science and technology.

Final exams May 19-22

May 21<sup>st</sup> 8<sup>th</sup> grade awards ceremony. @ 10 am at Holt recreation center.

May 22<sup>nd</sup> 6 -7<sup>th</sup> grade awards ceremony

Staffing contracts have been delivered and are expected to be returned by May 27<sup>th</sup>.

Mr. Rainey's Principal Report to the Board

HCCA Principal's Report  
2014-2015 School Year  
Submitted by  
Mr. Rainey  
May 18, 2015

Enrollment: 2014 - 2015

	Previous	Current
9 <sup>th</sup> Grade	182	183
10 <sup>th</sup> Grade	166	166
11 <sup>th</sup> Grade	154	154
12 <sup>th</sup> Grade	147	147
Total:	649	650
	Total = 651	TOTAL = 652

Accepting for Fall 2015:

9<sup>th</sup> Grade: 252  
10<sup>th</sup> Grade: 221  
11<sup>th</sup> Grade: 176  
12<sup>th</sup> Grade: 152

TOTAL = 801 STUDENTS

Faculty/Staff Clocking in/out Update:  
Morale is much higher

Fencing Project at the Buffington Road Campus  
Is underway

Hapeville Elementary School Stadium Renovations  
\$60K-\$80K in addition to the \$11K for track renovation  
Football field proposal for HCCA (can help with school-wide assemblies, physical education, graduation cost, team practices and more)

Graduation Rate  $145/147 = 98.6\%$

Dr. Chris Matthew, Assistant Superintendent of Student Support Services, to represent FCSS at HCCA Graduation

Final week of classes at HCCA includes 3 half days Wednesday - Friday  
Georgia High School Association  
Three players wanted to come to HCCA for academics and football

Graduation at GICC - May 20, 2015 - 5:00 PM  
Dr. Chris Matthews  
Ms. Catherine Maddox

### **The Board Action Items for May 18, 2015:**

A motion was made to approve the Hapeville Charter School Marketing Plan.  
The motion was seconded and approved.

A motion was made to approve designating the Hapeville Charter School Board CEO to sign the 2015-2016 Letter of Assurances on behalf of the Hapeville Charter School Board.  
The motion was seconded and approved.

A motion was made to approve the Hapeville Charter Board Training Plan for the 2015-2016 School Year.  
The motion was seconded and approved.

A motion was made to approve the staff recommendation that (1) Hapeville Charter share the costs with the Fulton County School System and the City of Hapeville for the replacement of the track located at the Hapeville Elementary School Stadium and that (2) Hapeville Charter will not request the Fulton County School System to replace the visitor bleachers at the Hapeville Elementary School Stadium with a concrete pad.  
The motion was seconded and approved.

### Old Business

The following documents are being modified and be emailed to the Board for review in preparation for the July 29, 2015 Board Meeting

- (a) Revised Corporate By-Laws
- (b) Hapeville Charter Key Employees Succession Plan

The above two documents are works in progress to address the Operational Assessment Report presented to the Board at the January 2015 Board Meeting.

### New Business

Hapeville Charter Career Academy has been designated as a School-wide Title I School by the Fulton County School System for the 2015-2016 School Year.

### Executive Session

Diane Terry requested the Board to remain for Executive Session regarding a personnel matter.

The meeting was adjourned at 7:45 pm.

Submitted by:

Dr. Gary Martin  
President



**Board Meeting Dates for 2014-2015 School Year**  
**Approved by the Hapeville Charter School Board on May 19, 2014**

**Wednesday, July 30, 2014, 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 at 5:30 pm**

***August 11, 2014 – First Day of Classes with Students***

**Monday, August 25, 2014, 5:30 pm**  
**Hapeville Charter Career Academy - Building A**

**Monday, September 29, 2014, 5:30 pm**  
**Hapeville Charter Middle School Sixth/Seventh Grade Building**

**Monday, October 27, 2014, 5:30 pm**  
**Hapeville Charter Career Academy - Building A**

**Monday, November 17, 2014, 5:30 pm**  
**Hapeville Charter Middle School Sixth/Seventh Grade Building**

**Monday, January 26, 2015, 5:30 pm**  
**Hapeville Charter Career Academy - Building A**

**Monday, February 23, 2015, 5:30 pm**  
**Hapeville Charter Middle School Sixth/Seventh Grade Building**

**Monday, March 30, 2015, 5:30 pm**  
**Hapeville Charter Career Academy - Building A**

**Monday, April 27, 2015, 5:30 pm**  
**Hapeville Charter Middle School Sixth/Seventh Grade Building**

**Monday, May 18, 2015, 5:30 pm**  
**Hapeville Charter Career Academy - Building A**

***May 22, 2015 – Last Day of Classes***

\*Meeting locations may be modified by Board approval during the school year. Any change of meeting location will be posted on the school websites:

Hapeville Charter Middle School - **[hapevillems.org](http://hapevillems.org)**

Hapeville Charter Career Academy - **[hapevillecharter.org](http://hapevillecharter.org)**

**The Hapeville Charter School Board follows the requirements as set forth by the Georgia Open Meetings Act as amended in 2012.**



**Board Meeting Dates for 2014-2015 School Year  
Approved by the Hapeville Charter School Board on April 27, 2015**

**Wednesday, July 29, 2015, 11:00 am  
Hapeville Charter Middle School Sixth/Seventh Grade Campus  
NOTE: This is the only meeting of the school year that is NOT on a  
Monday at 5:30 pm**

***August 10, 2015 – First Day of Classes with Students***

**Monday, August 24, 2015, 5:30 pm  
Hapeville Charter Career Academy - Building A**

**Monday, September 28, 2015, 5:30 pm  
Hapeville Charter Middle School Sixth/Seventh Grade Building**

**Monday, October 26, 2015, 5:30 pm  
Hapeville Charter Career Academy - Building A**

**Monday, November 16, 2015, 5:30 pm  
Hapeville Charter Middle School Sixth/Seventh Grade Building**

**Monday, January 25, 2016, 5:30 pm  
Hapeville Charter Career Academy - Building A**

**Monday, February 29, 2016, 5:30 pm  
Hapeville Charter Middle School Sixth/Seventh Grade Building**

**Monday, March 28, 2016, 5:30 pm  
Hapeville Charter Career Academy - Building A**

**Monday, April 25, 2016, 5:30 pm  
Hapeville Charter Middle School Sixth/Seventh Grade Building**

**Monday, May 16, 2016, 5:30 pm  
Hapeville Charter Career Academy - Building A**

***May 26, 2016 – Last Day of Classes***

## Revised Vision and Mission Statements (as of July 30, 2014)

### **VISION**

Provide an environment that will excite, inspire and transform classes of students into productive Life Ready individuals capable of, and interested in, working together to enrich their lives and lead future generations.

### **HOW**

- Provide enthusiastic and exciting teaching professionals
- Acknowledge the positive efforts of individuals and teams
- Expose students to diverse societies, career opportunities, arts and leisure activities

### **MISSION**

The Mission of Hapeville Charter Schools

- Design and manage a self-sustaining facility that will make students, parents, and staff proud
- Accept students for who they are and guide them as they transform themselves into who they want to be
- Promote and maintain an environment in which all stakeholders are active participants in the continuous improvement process
- Provide affordable technology, and instructions for its use, in the disciplines we offer
- Provide students and staff a support system for their personal and career paths
- Monitor but encourage and allow students as much hands-on-experience with their own education as achievable



**2014-2015 Hapeville Charter Operating Budget Prior to 10 Day Count  
Approved by the Hapeville Charter Board on July 30, 2014**

**Georgia Magnet Charter School Foundation  
Hapeville Charter Schools  
Budget Year 2014 -2015**

**Revenue**

Misc Rent / Utilities from After Hours	\$	1,500.00
MS Student Activities	\$	41,700.00
HS Student Activities	\$	122,725.00
Middle School	\$	3,967,268.00
High School	\$	4,167,356.00
MS Summer School	\$	12,800.00
HS Summer School	\$	7,650.00
MS Sports	\$	13,306.00
MS Title I	\$	251,384.00
HS Sports	\$	140,440.00
MS Free Reduced	\$	288,535.00
HS Free / Reduced	\$	291,000.00
Interest Income	\$	250.00
<b>Total Revenue</b>	<b>\$</b>	<b>9,305,914.00</b>

**Expenses**

Amount

Computers and Equipment	\$	314,315.00
Leased Equipment	\$	25,803.00
Furniture & Fixtures	\$	8,000.00
BB&T Loan HS	\$	270,180.00
BB&T Interest Expense HS	\$	195,000.00
HCMS Salaries	\$	2,038,104.58
HCMS Taxes	\$	47,845.78
HCMS Georgia Teacher Retirement	\$	260,365.14
HCCA Salaries	\$	2,253,512.51
HCCA Taxes	\$	67,605.38
HCCA Georgia Teacher Retirement	\$	282,508.35
Employee Insurance - HCMS/HCCA	\$	849,746.11
Taxes - Property & Personal	\$	1,000.00
Moving Service - MS	\$	1,000.00
Security - HCMS/HCCA	\$	135,650.00
Free / Reduced MS Program	\$	361,000.00
Free / Reduced HS Program	\$	356,400.00
Marketing - Recruitment/Enrollment	\$	7,000.00
Fingerprint/Drug Test HCMS/HCCA	\$	6,230.00
Psychological/Speech MS	\$	35,000.00
Psychological/Speech HS	\$	14,000.00
Accounting & Legal Fees MS	\$	14,000.00
Accounting & Legal Fees HS	\$	14,000.00

Architect Services/Permits HS	\$	500.00
Website Maintenance/ Videography HCMS/HCCA	\$	4,000.00
Contracted Vendor Employee HS	\$	4,000.00
Custodial Cleaning HCMS/HCCA	\$	186,000.00
Landscaping/Grounds - Main	\$	1,100.00
Landscaping/Grounds - 8th	\$	5,100.00
Landscaping/Grounds - HS	\$	24,000.00
Repairs & Maint. HCMS/HCCA	\$	107,200.00
Repairs & Main/Vehicles MS	\$	200.00
Repairs & Main/Vehicles HS	\$	4,700.00
Facilities - Monthly Rent Main	\$	36,000.00
Vehicle Expense MS	\$	1,500.00
Vehicle Expense - HS	\$	5,000.00
Insurance/Comm/Umbrella MS	\$	9,463.00
Insurance/Comm/Umbrell HS	\$	33,165.00
Insurance/Workplace Viol/Inter	\$	9,000.00
Insurance / Workman's Comp MS	\$	7,993.50
Insurance/Workman's Comp HS	\$	7,993.50
Insurance - Vehicle /Bus/Truck	\$	3,200.00
Student Insurance - MS	\$	8,200.00
Student Insurance - HS	\$	15,800.00
Postage & Shipping - Main	\$	2,300.00
Postage & Shipping- 8th Grade	\$	1,000.00
Postage & Shipping HS	\$	3,700.00
Telephone /Internet/Cell -Main	\$	11,500.00
Telephone/Internet/Cell 8th	\$	4,900.00
Telephones/Internet/Cells HS	\$	16,241.00
Employee Expenses MS	\$	5,300.00
Employee Expenses HS	\$	4,600.00
Bank Charges MS	\$	1,500.00
Bank Charges HS	\$	1,900.00
Payroll Processing Fee MS	\$	8,000.00
Payroll Processing Fee HS	\$	9,500.00
Supplies-Admin & Faculty Main	\$	30,900.00
Supplies-Admin & Faculty - 8th	\$	11,000.00
Supplies / Admin & Faculty HS	\$	31,100.00
Supplies - Custodial/Bldg Main	\$	5,000.00
Supplies - Custodial/Bldg 8th	\$	2,500.00
Supplies-Custodial/Bldg HS	\$	8,300.00
Computer Software & Spt Main	\$	14,097.00
Computer Software/Supp HS	\$	29,097.00
Expendible Equipt/Office-Main	\$	3,600.00
Expendible Office Equip/8th	\$	1,800.00
Expendible Office Equ HS	\$	11,400.00
Expendible Equipment/ Bldg MS	\$	1,000.00
Expendible Equipment/ Bldg HS	\$	1,000.00
Utilities - Gas & Elec Main	\$	64,815.00
Utilities - Gas & Elec 8th Gr	\$	34,000.00

Utilities - Gas & Electric- HS	\$ 134,000.00
Utilities - Trash & Water Main	\$ 15,600.00
Utilities - Trash & Water-8th	\$ 2,000.00
Utilities - Trash & Water HS	\$ 6,200.00
Pest Services - Main Campus	\$ 1,140.00
Pest Services - 8th Grade	\$ 1,080.00
Pest Services - High School	\$ 1,320.00
Supplies/Instructional MS	\$ 55,250.00
Supplies/Instructional HS	\$ 69,750.00
Textbooks / Purchase MS	\$ 21,022.75
Textbooks / Purchase HS	\$ 197,120.00
Books / Periodicals MS	\$ 1,500.00
Books / Periodicals HS	\$ 4,300.00
Title I MS	\$ (139,949.00)
Yearbook HS	\$ 5,000.00
Bus Service-Daily Transport MS	\$ 86,730.00
Bus Service-Daily Transport HS	\$ 86,730.00
Conferences & Seminars MS	\$ 650.00
Conferences & Seminars HS	\$ 10,000.00
Dues & Fees/Faculty/Staff MS	\$ 6,700.00
Dues & Fees/Faculty/Staff HS	\$ 9,000.00
Education Reimb MS (Emp)	\$ 5,000.00
Education Reimb HS (Emp)	\$ 5,000.00
Professional Development MS	\$ 5,000.00
Professional Development HS	\$ 8,000.00
MS Student Activity Fees	\$ 28,000.00
MS Field Trip	\$ 6,300.00
MS Field Trip Trans Cost	\$ 1,200.00
HS Student Activity Fees	\$ 136,000.00
MS Cheerleading	\$ 5,000.00
MS Sports	\$ 14,000.00
MS Sports Transportation Cost	\$ 6,000.00
HS Field Trip	\$ 3,500.00
HS Field Trip Trans Cost	\$ 500.00
HS Cheerleading	\$ 15,580.00
HS Cross Country	\$ 10,080.00
HS Football	\$ 50,490.00
HS Basketball	\$ 55,493.00
HS Baseball	\$ 9,390.00
	\$ -
<b>Total Expenses</b>	<b>\$ 9,292,107.60</b>
Reserve	\$ 13,806.40