

Success Preparatory Academy

December 3, 2009

Board Meeting

Meeting called to order at 6:31 pm

Attending Board Members: Ben Blanchard, Sassy C. Wheeler, Avery Corenswet, Lee Adler, Kathryn Broussard, Nia K. Davis and John "Jack" Carey.

Absent Board Members: Ana Menezes

Ana Menezes notified Avery Cornswet last week that she would not be able to attend the meeting today due to travel for work.

Other Attendants: St Claire Adriaan, Niloy Gangopadhyay and Brittany Baize.

Approve Minutes from November 2009 Meeting

Moved: Ben Blanchard
Seconded: Kathryn Broussard
Unanimously approved.

Insurance Policies

An emergency meeting was called by the RSD because of fraud at Langston Hughes Charter School. Charter School boards were encouraged to review insurance and internal control policies to ensure this does not occur again. RSD wants all Charter Schools to update the district on the following items:

1. Insurance Coverage for employee theft- Success prep has coverage for \$ 300,000. By the January board meeting the Finance Committee will review the insurance policy in its entirety. Discussion was held around what committee and committee members would be responsible for the annual review of the insurance policy.
2. Reviewing financial control policies-A draft of the Success Preparatory Academy Financial Policies and Procedures Manual was reviewed.
3. Testing financial controls- Treasurer has been given a quick books password and access. Treasurer and will perform audits on a monthly basis.
4. Additional training for the board- If training is offered, the board will participate.

Discipline Policy

RSD encouraged Charter schools to communicate the discipline policy to parents of Success Preparatory Academy students. The Success Preparatory Academy Student Code of Conduct and Discipline Policy was distributed for the board to review. Since enacting the alternative suspension policy, a reduction in the number of suspensions has occurred at SPA.

Admissions/Enrollment Policy

The board reviewed the current admissions and enrollment policy and reviewed the recruitment strategy.

Transparency

RSD recommended to make the following information available online: meeting schedule, meeting agenda, meeting minutes. In addition the board discussed having for board members contact information accessible to parents and the community.

Open Discussion

Board agreed to continue with sending out the fundraising letter.

Jack Carney and Avery Cornswet have identified potential candidates for board membership.

To adjourn the meeting
Moved: Ben Blanchard
Seconded: Kathryn Broussard
Unanimously approved.

Meeting Adjourned at 7:43 pm

Next Meeting January 7, 2010