

**Bay Haven Charter Academy Board of Directors Meeting**  
**September 2, 2010**  
**5:30pm**

Date: 09/02/2010

Time: 5:30pm

Members Present: Neel Bennett, Kelly Forehand, Mark Graham, Scotti Haney, Sandy Porter Scott Reeve, Wade Rinehart, Waylon Thompson, Chuck Tucker. CEO, Dr. Tim Kitts and Board Attorney, Tim Sloan were also present.

The meeting was called to order by Neel Bennett at 5:30pm.

Chuck Tucker said the Prayer.

Neel Bennett led the Pledge of Allegiance.

Mr. Bennett made a motion that the Action Items of Wellness Policy and Legal Services for Fidelity Investments be moved to the beginning of the meeting due to some Board members having another meeting to attend. Wade Rinehart seconded the motion. Motion carried.

Scotti Haney made a motion to approve the July 8, 2010 Bay Haven Charter Academy Board of Directors meeting minutes. Wade Rinehart seconded the motion. All were in favor. Motion carried.

Chuck Tucker made a motion to approve the Budget Workshop minutes. Sandy Porter seconded the motion. All were in favor. Motion carried.

Kelly Forehand made a motion to approve the August 5, 2010 Bay Haven Charter Academy Board of Directors meeting minutes. Scotti Haney seconded the motion. All were in favor. Motion carried.

***Action Items***

Dr. Kitts spoke about the Wellness Policy and how it was necessary to pass this so that Bay Haven Charter Academy, Inc. could enter the National School Lunch Program. Wade Rinehart made a motion to approve the Wellness Policy and advertise it for 20 days. Scotti Haney seconded the motion. All were in favor. Motion passed.

Dr. Kitts introduced Chief Financial Officer, Dwan Ramsey, to speak of the Fidelity Investment issue. Mr. Ramsey stated that several investment payments had not been made which led him to find out the anti-discrimination testing for compliance had not been done as well. He stated that to move the plan back in compliance, the anti-discrimination testing had to be done, a 5500 statement presented and possibly an attorney that specializes in this kind of plan would have to be hired to make sure the plan is in compliance. Mr. Sloan stated that Dr. Kitts and Mr. Ramsey explore how much has

to be done and the explanation of steps to be taken before hiring an attorney. All parties agreed and the topic was tabled.

### ***President's Report***

Mr. Neel Bennett stated that Dr. Kitts and his team did a good job of alleviating the problems that were facing them due to oversight of former personnel. Mr. Bennett requested that Ms. Swindler sent the Board their packets by Friday before the next meeting in order for them to have time to review all documentation. Mr. Bennett reported on future North Bay Haven sites and stated that he is still working with all parties and meeting with attorneys. Mr. Bennett also stated that the interest rate that was received on the bonds was wonderful news and he was pleased with the process.

### ***Reports***

All reports were given in the Board packet. Dr. Kitts stated that he is working on planning for the next year and organizing individuals who will lead the Foundation to great heights.

### ***CEO Report***

Dr. Kitts commended that Tammy Graham is doing a great job. She's had 3 key speakers and has faculty serving as mentors. Dr. Kitts applauds the mentors and faculty for their efforts. Dr. Kitts also stated that Mr. Larry Bolinger could not be at the meeting tonight because he had his open house. Dr. Kitts reported on the status of the website and how the website was going to operate.

Dr. Kitts presented Meredith Higgins, Principal of North Bay Haven Charter Academy to give a North Bay Haven update. Ms. Higgins reported that student counts are high but there are open spots in 9<sup>th</sup> grade and the administrators were drawing up a plan to recruit more students.

Dr. Kitts reported on North Bay Haven facilities. He reported that he was going to bring the panels over from Bay Haven Charter Academy to North Bay Haven to install in the cafeteria in order to increase sound absorption.

Dr. Kitts asked Tim Sloan to speak on the TEFRA hearing. Mr. Sloan reported that the hearing went well and that the bond purchase agreement was signed this morning. There will be a dry run on the closing on September 9<sup>th</sup> and the actual closing will be on September 14<sup>th</sup>.

Dr. Kitts reported that there will be a site visit for the National School Lunch Program on September 21<sup>st</sup>.

Dr. Kitts reported that the Professional Development Team (PDT) is working with the teachers. They are going into the classrooms and analyzing whether anyone is having instructional difficulty and assisting those teachers that need that help. It is a

nonevaluative model and the PDT is there to serve our teachers and making sure that are teachers are teaching at the highest level.

Dr. Kitts reported that he is continuing to research the Founders Seat and will report to the Board when all of the information can be compiled.

Dr. Kitts stated that he and Laura Swindler will start to develop the Board Nominating Committee process.

#### ***CFO Report***

Mr. Dwan Ramsey reported that he plans on having the budget to the Board by September 22<sup>nd</sup>. He would like to give it to them before the October meeting so that the Board could possibly pass the budget at that meeting. Mr. Ramsey also stated that he included the August financial statements in the Board packet for the Board to review. Mr. Ramsey also reported that the auditors will be performing an audit on September 22<sup>nd</sup>, 23<sup>rd</sup>, and 24<sup>th</sup>.

#### ***Public Input/Questions***

There were concerns raised about Bay Haven aftercare parking. Dr. Kitts said that he would have Mr. Polk research those concerns.

There were no announcements

Meeting was adjourned at 6:48pm.