

MINUTES
Regular meeting of the Laura Holland Uzzell Foundation Board of Directors
September 9th, 2009

Proper notice having been duly given, the Board of Directors of the Laura Holland Uzzell Foundation (LHU Board) met in regular session conducted on Wednesday September 9th, 2009, at the offices of Sterling Montessori Academy and Charter School, Morrisville, North Carolina.

Call to Order and Attendees

President Sharmila Bristol called the meeting to order at 6:45 PM. Directors attending were Pantea Dougani , Terri Hegeman, Alexis Schauss, and Cristina Gillanders. Also in attendance were Executive Director Bill Zajic, Betty Warren, Carrie Smith, Elisa Sumakeris, and Kellie Cross.

Community comments:

There were no community comments.

PFA Report:

- The PFA has begun the SCRIPS program as a fund raising activity.
- The main theme this year for the enrichment activities funded by the PFA will be Science. The PFA plans to fund 8 science enrichment activities. Teachers have been asked to select the activities that can complement their science curriculum.
- The PFA is planning to provide scholarships for students who apply to attend the trip to Betsy Jeff Penn. In addition the PFA is planning an enrichment activity for those students who will not attend the trip.
- The PFA at Sterling and the PTA at Cedar Fork Elementary have initiated conversations to plan an activity together.
- Terri Hegeman (Chair of the Development Committee) and Elisa Sumakeris have initiated conversations to unite efforts to develop a culture of philanthropy at Sterling.

Executive Director's Report

I. Analysis of EOGs results

Ms. Carrie Smith presented to the Board the results of the 2009 EOGs. Students who received a score of 1 or 2 have been referred to the reading specialist. The number of students who scored proficient in the last year in reading increased from 74.3 ('08) to 84.4 ('09). Ms. Smith will be looking at individual reports of EOGs scores with the teachers during their goal setting meetings. She will help them pinpoint the areas where they need to enhance their curriculum. They will then check on these goals in the middle of the year and at the end of the year. All students in grades 3-8 who received a 1 or a 2 on their EOG were invited to the afterschool math tutoring program. At the end of the year 10 of 13 passed in 3rd grade, 9 of 13 passed in 4th grade, 2 of 7 passed in 5th grade, 3 of 9 passed in 6th grade, 2 of 5 passed in 7th grade, and 2 of 4 passed in 8th grade. For those students who were invited and declined 2 of 2 passed in 3rd grade, all invited 4th graders took part in our tutoring program, 1 of 2 passed in 5th grade, 2 of 3 passed in 6th grade, none of 2 passed in 7th grade, and 1 of 2 passed in 8th grade. From these results, it appears that the tutoring was more effective for the lower grades than for the upper grades. The percent of students who scored proficient in math has also increased in the last few years. In 2006 the percent of students who scored proficient was 68, in 2007 it was 69.5, in 2008 it was 83.8, and in 2009 it was 90.2.

II. Teacher Licensure:

Ms. Kellie Cross presented to the Board a table that showed the number of teachers at Sterling with NC licensure and Montessori training. In the 3-6 level four teachers are planning to take the Praxis which will allow them to obtain their licensure. In the 6-9 level two teachers do not have a license. One is in the process of completing her Bachelors' degree and the other is receiving the 6-9 Montessori training. This indicates that Sterling is compliance to the state's requirements.

III. Spanish program:

Mr. Zajic is in process of hiring a Spanish teacher for lower and upper elementary. This teacher will also help develop a comprehensive Spanish as a foreign language program for the school with a 3 year upper elementary curriculum that demonstrates progression.

IV. EOGs dates:

Ms. Smith recommended changing the dates of EOGs to a week earlier. The reasoning behind this recommendation was to allow more time for meeting with parents and making decisions about children who had had a poor performance in the EOGs. After lots of discussion it was decided that the calendar would stay the same and that the school will monitor more closely children that show difficulties in areas of learning assessed by the EOGs.

Treasurer's Report

- Ms. Alexis Schauss reported to the Board that as of June 30th the school is financially on track with 99% of budgeted revenue received and at 97% of budgeted expenses. It is expected that the school will have a surplus of approximately \$278,000 at the end of the year. This will be helpful to lessen the negative impact of future reductions in revenue.
- The annual external school audit is in progress. Ms. Schauss reported that the audit has reported preliminary findings that require further internal controls procedures and further delineation of Charter versus Academy funds. The formal audit report is expected in mid-October.
- Ms. Schauss and Ms. Bristol continue to work with BB&T and Zions Bank to ensure the school can pursue the required bond financing before the end of the year.

Development Committee

Terri Hegeman has initiated conversations with Elisa Sumakeris to plan actions to develop a culture of philanthropy at Sterling. She is also working on forming a development committee. Lilly Skok Bunch has the first phase of the constituent database completed which has a list of all Sterling graduates since the first commencement in 2000. The database will be installed at Sterling after the required training has been completed.

Governance Committee

With unanimous Board approval ARTICLE III Section 3 (Monthly Meetings) of the LHU Bylaws has been updated . It now states that "The Monthly Meetings of members shall be held during the Academic School year, if not a legal holiday, but if a legal holiday, then on the next day following not a legal holiday, or as soon thereafter as convenient to members, for the transaction of such other business as may be properly brought before the meeting. The board of directors shall have the option to vote on whether to hold a monthly meeting in the month of December.

Also members of the Board signed the Conflict of Interest Policy forms for 2009-2010.

Building Committee

- Moseley Architects and CLH Design have completed an initial design review of the site plan with Ms. Bristol and Mr. Zajic, Mr. Helwig and Mr. Oberst. A single story building with 10 classrooms is planned behind B building and a sport court per the program requirements is planned in front of C building. The site will be graded and storm water ponds created to address the drainage issues. Carpool configurations have also been discussed to ease the congestion at pick up and drop off times.
- Ms. Bristol is pursuing an opportunity on behalf of the Board to acquire the site adjacent to the school. The owners of the site are willing to work with the school on an under market sale/donation. The Town has indicated that if the school is to pursue the land the school will be required to build Airport Blvd. and improve Town Hall Drive per the current TIA Ordinance. Ms. Bristol has met with the Town Planning officials, the Town Mayor and Town Manager and presented a case for a win-win scenario if school could acquire the property. It will allow the school to make required site and safety improvements and also improve the traffic situation around the school for the Town. Town officials are willing to review the current TIA Ordinance with specific attention to the school usage of the land in order to support minimal road improvements. The review process is expected to take months.
- The Board discussed the benefits and risks of going ahead with the purchase of the adjacent property given the on-going discussions with the Town. Further delay in presenting a final site plan to the Town for approval will jeopardize the bond financing being pursued in parallel. The Board unanimously agreed that it would be a net benefit to go ahead with the purchase of the adjacent site immediately, to enable submission of a final site plan for approval, and continue negotiating the road improvements with the Town. The Board also agreed to have Ms. Bristol arrange a survey of the adjacent site – required for the site plan submission to the Town.

Consent Agenda

- On motion and second the Board approved (5-0) to approve Minutes of special session meeting on July 13th 2009.
- On motion and second the Board approved (5-0) to go ahead with the purchase of the site adjacent to the school (while negotiating road improvements with the Town of Morrisville) and also conduct a survey of the same site.

The Board recessed to executive session at 9:35 pm.

The Board returned to open session at 9:45 pm and adjourned at 9:45 pm

Submitted respectfully,

Cristina Gillanders