

Kaleidoscope Charter High School
10/7/19 Board Meeting Notes
Location: Lugano's Restaurant - Private Meeting Room

1. Attendees - Chris S., Margaret B., Leslie S., and Janet L. - Absent - Teresa O.
2. Call Meeting to Order - 7:20 pm
3. Public Comments (3 min. per person) - None
4. Approval of Agenda (Board) - Leslie made a motion to approve. Chris seconds. All approved.
5. Consent Agenda – All matters listed under the Consent Agenda are considered routine in nature and will be approved in one blanket motion.

For approval:

- a. Approve Minutes of the last meeting (9/9/19) - Margaret made a motion to approve. Leslie seconds. All approved.
6. *Reading of the School's Mission Statement and Conflict of Interest Policy* (Janet)
7. Executive Director's Report (Operations) (Interim ED: Janet)
8. Board Committee Reports:
 - a. Building/Facilities (Chair: Marian Hale)
 - i. Leasing updates (Charles); Properties to view (Charles) - still following up with Paper Co. and seeking South Durham lease properties;
 - ii. [Property Tracking Sheet](#) (Teresa) - in process. Janet will ask Charles for **Barker R/E data** to enter in this form.
 - b. Government & Community Engagement (Chair: Margaret Broadwell)
 - i. Progress on contacts with TOM and community leaders - in contact with the Town of Morrisville (TOM) Steve Rao et al.
 - ii. Margaret has sent additional letters to 9 of the local churches about our October 24th "Eat for Education" fundraiser. Margaret sent out 100 letters local business contacts;
 - c. Governance & HR (Chair: Teresa Outlaw)
 - i. None
 - d. Finance (Chair: Chris Spreher)
 - i. Updates on 5-years projected budget (Chris) - [NCWC](#); [100% w/ State Ret.](#) - Chris and Teresa will get together to transfer finances back to Chris, recovering 100% from his illness.

- ii. Current financial position (Cash on hand, Assets & Liabilities) (Chris) - Janet will send the monthly bank statement to Chris. We need working capital.
- iii. **Investor Update** - We have a choice to work with one of three (3) Investment Companies interested in working with us after meeting with us and touring the “permanent” school property.

Two companies are for-profit and one, Building Hope is a non-profit.

On 10/7/19 we met with **Building Hope**; a non-profit “turn-key” charter school developer to discuss our school plans and the following morning they toured the “permanent property”, (owner is a previous Advisory Board member wants to sell us 10-acres of his 31-acre parcel, in the center of the Town of Morrisville.)

All three investor companies want us to find a lease property first for two-years of operation until we reach 350 students enrolled.

e. **Marketing** (Chair: Leslie Saunders)

- i. Progress Outreach/ Student Recruitment (Janet) -
 - We have participated in the Sterling Montessori MS High School Fair and met with over 25 parents and students:
 - We have scheduled an October 10th Information Night and October 24th “**Eat for Education**” fundraiser at Calvary Baptist Church.
 - We will attend *The Duke School’s* High School Night 10/29 our 2nd year in a row.
 - We are also planning one or two early November sessions at the Durham Regional Library.
- ii. Updates to [Marketing and Event Planning file](#) (Janet)
- iii. Marketing updates (Janet/ Leslie) -
- iv. “**Featured Volunteer**” Article about Ami Patel - Will have a few edits and then uploaded to our website and social media. Ami’s photo will also be included in the article.

- v. **Spaghetti Dinner Fundraiser** (Janet/ Margaret) - An opportunity to meet and greet our community and raise needed funds.
- vi. **Needed updates to website** (Janet) - After speaking to new Fundraising Advisor, Glenn Bourgeois, we will make content changes to make the site look more professional so we can approach SAS and other large philanthropists;
- vii. **New video for the website** (Janet - Leslie with the Marketing team) - Saturday, 10/12 team will produce a new video about our school with Margaret and *other* youth clips.
Leslie would like to include a Ted-Talk about Education on our website. Janet asked her for her favorite video link to be included.
- viii. **Discussion of courses for a website** (Janet) - We will use clips from our PREZI presentation, indicating innovative “possible offerings” of courses for electives/clubs (1 Art and 1 Tech) - to be updated on the website.

f. **Fundraising** – (Chair: Leslie Saunders)

- i. Progress with local philanthropists; Investor letter (Janet/ Leslie) “Letter of Inquiry” has been written for fundraising.
- ii. **Investor progress** (Teresa/ Janet) - Leslie is in the process of contacting Robert Smith the Philanthropist who paid for student tuition at Morehouse University.
- iii. **Fundraising Ideas** (Janet/Leslie) FORGOT - Janet asked her friend who owns a **ColdStone Creamery** to hold an ***Ice Cream Social & Bingo*** after Thanksgiving. We need a location then we’ll start advertising in mid-October.
- iv. **Grant writing** (Teresa) - We all have access to the new list of grants to begin working on them.

9. Old Business - None

10. New Business - New Advisory Board member, Glenn B. will be working on fundraising as mentioned above. Margaret will ask him for his CV and list of references.

11. Adjournment 7:58 pm - Janet motioned to adjourn. Chris seconds. All in favor.

Next Meeting: Monday, November 4th, 2019 6:00 p.m. at 100 Airlie Court Cary, NC 27513