

**BETHEL HILL CHARTER SCHOOL**  
**Board of Directors Meeting**  
**Bethel Hill Charter School Board Room**  
**Tuesday, December 12, 2023**  
**7:00 pm**

The mission of Bethel Hill Charter School is to lay the foundation for individual excellence. The vision of Bethel Hill Charter School is to work in partnership with staff, families, and community to promote high standards for academics and character. This is accomplished in a safe, positive, multicultural environment.

**Board Present:** Joe Berryhill, Suzanne Beshears, Kristi Bray, Stan Crews, Kristy Horner, Glenn Martin, Doug Weaver **Board Absent:** Mark Phillips, Garrett Whitfield **Administration:** Jessica Poole **Public:** none

- Call Meeting to order 7:00 pm – Joe Berryhill - Board Chairman
- Prayer was given by Glenn Martin
- Mission Statement was read by Kristy Horner
- Approval of Agenda
  - Motion:* Glenn Martin made a motion to approve the December Agenda.
  - 2nd:* Kristi Bray seconded the motion. Vote unanimous, 5-0.
- Reading of Minutes was completed.
  - Motion:* Kristi Bray made a motion to approve the November 2023 minutes.
  - 2nd:* Stan Crews seconded the motion. Vote unanimous, 5-0.
- Public input (limited to a total of 10 minutes): none

**Old Business**

- **Review of November Budget:** Not all November budget reports are in due to the meeting being a week earlier. Budget was reviewed including potential PCR 071 funding. Transportation grant has been submitted with funding awards announced in February. Questions to explore further include negative interest, unrealized loss/gain in administration services, bank fees, the possible addition of a new line items for improvements to existing site. Kristi Bray as treasurer, requested to be added to the Acadia email list to explore questions further.

- **Finance Committee Report:** Kristi Bray gave a report on account closings and operating funds at Roxboro Savings Bank. Operating funds are scheduled to start at RSB on January 1, 2024. Report was given on interest earned and fees for funds with Horner Financial Services.

- **Additional Old Business:** Thank you note from Mr. and Mrs. Elliott, staff member was shared.

**New Business**

- **Update on School Repairs/Estimates:** Window replacements in Main Building are scheduled to start December 18. Engineer Report was reviewed. Burton is awaiting clarification on engineering report details before proceeding with roof quote. Discussion continued on details of elevator/lift project. Board members want a quote on previously discussed options for elevator/lift.

- **Open Enrollment:** Open Enrollment begins January 4, 2024 and will run through February 29, 2024. Staff will be working on videos to share on social media. Newspaper ads have been requested. Parent Information nights will be scheduled. Board members shared thoughts for

information nights including the following: formal, meeting first and then tours, highlight specials and character traits including Wednesday Wildcats and other recognitions, Board member attendance.

**- Board Elections:** Three current members have expiring terms. These three members may choose to run for election. Applications will be open beginning January 4, 2024 through the website. All applications must be received by February 28, 2024. Elections will be held at the March conferences on March 7.

**- Additional New Business Items/Questions:** Update on AIG plans was requested.

**Closed Session: Personnel and Minute Review:**

*Motion:* Glenn Martin motioned for the board to enter closed session for the purpose of minute review, contracts, and personnel according to General Statute 143-318.11(a)(1)(5)(6).

*2nd:* Kristi Bray seconded the motion. Vote is unanimous 5-0.

Closed Session was entered at 7:47 pm. Matters were reviewed and discussed. Closed session was exited at 8:10 pm.

*Motion:* Glenn Martin made a motion to exit the closed session at 8:10 pm.

*2nd:* Stan Crews seconded the motion. Vote is unanimous, 5-0.

Out of closed session, November closed minutes were approved.

*Motion:* Glenn Martin motioned to approve the November Closed Session minutes.

*2nd:* Stan Crews seconded the motion. Vote is unanimous, 5-0.

Out of Closed Session the following hire was approved: Avery Fields, assistant/bus driver.

*Motion:* Glenn Martin motioned to approve the hire.

*2nd:* Stan Crews seconded the motion. Vote was unanimous, 5-0.

**Announcements:**

January 16: Board Meeting @ 7pm

*Motion to Adjourn:* Glenn Martin

*2nd:* Stan Crews

Vote is unanimous, 5-0.

Meeting Adjourned at 8:16 pm