



APPROVED MINUTES

Carolina Achieve BOD Meeting Minutes
July 07, 2025 | 5:00 PM EST
Virtual: <https://rebrand.ly/Virtual-Info-Session>

ATTENDANCE

Board Members Present: Charles Lopez, Jeff Clark, Thomas Nechyba, John Oxaal; Anjanette Miller, Tiffany Alrefae
Absent: MaKayla Booker-Johnson
Guests: Trip Cogburn, Head of School
A quorum was present.

NOTICE

Notice was provided. A waiver of notice is not included.

- 1) John Oxall called the meeting to order at 5:05 p.m. with quorum present.
- 2) Charles Lopez read the Carolina Achieve Mission Statement. John Oxaal made a motion to restate the mission statement to reflect the K-12th grade vision and mission. Thomas Nechyba moved to approve the motion, and Jeff Clark seconded it. The motion passed unanimously.
- 3) Approve Agenda - Charles Lopez amended the agenda to reflect the previous motion to revise the mission statement. Thomas Nechyba made a motion to approve the agenda as amended, and Jeff Clark seconded. The motion passed unanimously.
- 4) Approve June Meeting Minutes - Thomas Nechyba made a motion to approve the meeting minutes, and Anjanette Miller seconded. The motion passed unanimously.
- 5) Student Recruitment Update – Trip Cogburn stated that, to date, 86 students have been fully registered through the process. One hundred twenty-seven students are progressing through the process. Trip Cogburn added that another 26 were offered and/or accepted spots. He noted that there were 33 that had not made any moves or adjustments. Trip Cogburn said that we should see another nice pickup of applications through media integrations promotion this week. He noted that he had just scheduled a “Get it done” Registration Day on July 21, 2025, to support those with technical difficulties.
- 6) Construction Update – John Oxaal began this discussion by noting that construction was progressing very well, adding that power was scheduled to be installed this week and an electrical inspection was also planned for this week. John Oxaal said that this would allow us to have the modular units inspected and be in a position to begin storing furniture and supplies in them. He noted, however, that unfortunately, due to the damage caused by the 8 inches of rain, the retention pond dam for stormwater runoff blew out, washing a substantial amount of gravel off the property and across the street. He had a lengthy conversation with Hubrich Construction. They stated that nothing would change to the design of the storm system and would begin repairs and complete the cleanup today. Hubrich also had to pump water out of the pond and will fix it tomorrow; the site could be dry enough by tomorrow or Wednesday. John Oxaal continued by stating that

there could be a three or 4-day delay in the construction schedule. Natasha Norins from the Office of Charter Schools called John Oxaal today and asked if everyone is ok. She expressed her concern for us during the storm. She stated that we should send a school letter to parents explaining that we had a storm with minimal damage, resulting in a 3-4 day delay, but that it will not affect the school's opening. John Oxaal suggested that we disseminate that messaging to parents as soon as possible. Tiffany Alrefae offered her support with messaging and helping Trip Cogburn.

- 7) Calendar of Upcoming Events - Trip Cogburn stated that a "Get it done" registration event is scheduled for July 21, 2025, to assist those with technical difficulties or anyone who needs support with the registration process. Trip Cogburn also mentioned that the school is the primary sponsor for Downtown Mebane's Young Entrepreneur Fair, part of the Farmers Market, which will take place on July 12, 2025. This is our 2nd year as the primary sponsor. Finally, Trip Cogburn added that a few more information sessions have been scheduled for July 8th and July 15th, 2025.
- 8) NSLP Update - John Oxaal & Trip Cogburn
 - a. Board Approval Required
 - i. NSLP Procurement Plan - John Oxaal noted that we need a food procurement plan, and this policy supports that. Thomas Nechyba made a motion to approve, and Jeff Clark seconded. The motion passed unanimously.
 - ii. NSLP Wellness Policy - John Oxaal noted that we currently utilize the Department of Public Instruction's Wellness Policy, but we also need one that focuses on food. Thomas Nechyba made a motion to approve, Anjannette Miller seconded. The motion passed unanimously.
 - b. NSLP update - Trip Cogburn met with Kristy Phillips from Vertex Education today to discuss the contract with a potential vendor. Trip Cogburn mentioned that K&W is back in the market. However, the prices for breakfast and lunch are significantly higher than initially proposed. He added that he had conversations with them regarding the menu and a price point within our budget and families' budgets. Kristy Phillips is also having conversations with them. Trip Cogburn added that he is hoping they will come up with pricing that is in line with what our families and school can afford. John Oxaal stated that we must pay \$59,000 for the administration of the lunch program. He said that if we price it at slightly better than breakeven, it would require our families to pay \$5.50 for a school lunch. John Oxaal added that we think that is a lot of money and that it is higher than the Alamance-Burlington school system, noting that we would lose somewhere between \$38,000 and \$45,000 in year one, and that is not in the budget.
 - c. The alternative to this is even more expensive. The \$5.50 is not for the free and reduced lunch program. He added that if parents say that \$5.50 is ok, and we have a participation rate, then it would be evident that we would have to find a way to make that work. John Oxaal continued by stating that he had asked the vendor, Vertex Education, to cut the school a break on the management fee for year 1. Jeff Clark asked if there's a way to poll the parents. Trip Cogburn noted that there was a way to complete the poll. Trip Cogburn added that he did not know what percentage of the population would complete the poll. Anjanette

Miller asked if we were marketing that we have a lunch program? She stated her concerns regarding a modification of the lunch program would require us also to amend the marketing program. Anjanette Miller also asked if there were numbers or dates on our current Free and Reduced lunch program. John Oxaal replied that there was no information at this point until the families fill out the lunch program application. Trip Cogburn believes that it would not be as high as 30%-35%, due to our location and demographics.

- 9) Finance Update – John Oxaal and Trip Cogburn provided information on the following items, which are up for board approval.
 - i. Trip Cogburn presented the curriculum, titled "Bookworms. V. Integrity", and stated that the cost would be around \$11,000, in addition to the Math module, program, and manipulatives with a total cost of \$15,500. Thomas Nechyba asked if this was within budget. John Oxaal replied that it is within budget. Thomas Nechyba made a motion to approve the cost, and Jeff Clark seconded. The motion passed unanimously.
- 10) Closed Session—Based on Statute NC G.S. 143-318.11, a motion was made by Thomas Nechyba, seconded by John Oxaal, and unanimously approved to discuss personnel matters and salary discussions in a closed session.
 - a. Board Members Present: Jeff Clark, Charles Lopez, Anjanette Miller, Thomas Nechyba, Tiffany Alrefae, and John Oxaal. A quorum was present.
 - i. Additional Guest: Trip Cogburn, Head of School.
 - a. Individual Offer & Salary Discussions – Trip Cogburn presented the Board with his candidate of choice for the EC Teacher vacancy. Trip Cogburn added that there were great candidates to choose from and that he, along with the current EC Coordinator, interviewed the candidates. Tiffany Alrefae made a motion to approve, and Thomas Nechyba seconded. The motion passed unanimously.
- 11) Return to the General Board Meeting Room - Jeff Clark, John Oxaal, Thomas Nechyba, Charles Lopez, and Anjanette Miller were present. Charles Lopez reminded the Board about the next month's meeting, scheduled for August 11, 2025, at 5:00 p.m. A motion to adjourn the meeting was made by Thomas Nechyba, seconded by Anjanette Miller. The motion passed unanimously. The meeting ended at 5:58 PM.

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