



## PRE-APPROVED MINUTES

Carolina Achieve BOD Meeting Minutes

November 10, 2025 | 05:00 PM EST

Virtual: [Carolina Achieve Public Meeting](#)

### ATTENDANCE

Board Members Present: Charles Lopez, John Oxaal, Thomas Nechyba, Anjanette Miller, MaKayla Booker-Johnson, Tiffany Alrefae

Absent: Jeff Clark

Guests: Trip Cogburn, Head of School

A quorum was present.

### NOTICE

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

- 1) John Oxaal called the meeting to order at 5:05 pm.
- 2) MaKayla Booker-Johnson read the Carolina Achieve Mission Statement: Carolina Achieve prepares K-12th-grade students to achieve their scholastic, personal, and professional goals through a learner-centered educational program focusing on a strong academic foundation, Habits of Success (entrepreneurial skills), well-being, and a Home-School partnership.
- 3) Approve Agenda - Thomas Nechyba made a motion to approve, MaKayla Booker-Johnson seconded. The motion passed unanimously.
- 4) Approve October Meeting Minutes - Anjanette Miller made a motion to approve, Thomas Nechyba seconded. The motion passed unanimously.
- 5) Construction & School Opening Update -John Oxaal reported that he and Trip Cogburn met with Steve Hubrich and his team to discuss several operational and facilities-related matters.

a. **Soccer Field**

John Oxaal stated that the first issue discussed was the leveling of the soccer field to ensure it is playable; he added that Bermuda grass is typically used for soccer fields in this region, and seeding cannot occur until late next spring or early summer when germination conditions are appropriate. The project will involve a significant financial investment. John Oxaal advised the Board that the project will continue as designed and previously permitted by the City of Mebane and will be installed as soon as possible.

b. **Playground**

Trip Cogburn provided an update on the playground, noting that the school is currently awaiting permits from the City of Mebane and Orange County. Although the commercial Certificate of Occupancy has been issued, all construction

activity remains on hold until the necessary permits are received. Trip Cogburn added that all playground equipment has been ordered and delivered, and installation is expected to take 5–7 days of suitable weather once approval is granted. Trip Cogburn also noted that the plan allows for adjustments, including the addition of outdoor seating areas and picnic tables to accommodate student use for lunch.

**c. Project Financials**

John Oxaal reported that total project expenses to date are approximately \$5.3 million, which includes all costs except landscaping and sidewalks and does not include the \$100,000 loan provided by Hubrich. John Oxaal added that Hubrich Construction has supplied detailed accounting for all services and expenditures. Equally, their CFO will assemble and present a final accounting to John Oxaal. John Oxaal added that Hubrich will transfer all paid and unpaid interest into the appropriate account for later reimbursement. John Oxaal also noted that the school has developed a budget based on an ADM of 300, which will support covering 9% of the revised project amount. Additionally, Hubrich has engaged a consultant with experience in student recruitment to review current enrollment efforts and provide recommendations—an essential step given the current open enrollment period.

6) National School Lunch Program Update - Trip Cogburn reported that the school has been in communication with K&W regarding potential adjustments to the student menu, now that there is clearer insight into which items students are consistently consuming. The goal is to refine the menu to ensure higher student satisfaction and engagement with meal options. The school is currently awaiting K&W's response to these proposed adjustments. Trip Cogburn also noted that milk availability remains an ongoing challenge, including the production of chocolate milk, white milk, and milk service in general. Additionally, K&W has fallen slightly behind the operational schedule originally planned. Trip Cogburn added that the current meal participation includes approximately 40 students for lunch and a steady 30 students for breakfast. A second staff member has recently begun assisting the lunch coordinator, improving capacity and support for meal service. Trip Cogburn noted that the staff will continue to actively promote participation in the Free and Reduced Lunch Program

7) Committee Assignment -

a. Finance & Development Committee Update – In Jeff Clark's absence, John Oxaal provided the Finance and Development Committee report and stated that the committee has continued to review the budget and that the overall budgeting process is showing improvement. The Finance Committee meeting was attended by John Oxaal, Anjannette Miller, and MaKayla Booker-Johnson, with Trip Cogburn participating as an ex-officio member. John Oxaal reported that State funding and reporting processes appear to be functioning well. The school is currently awaiting confirmation regarding local school board funding. Staffing and overhead expenditures remain on target; however, several expense

categories—including equipment, leases, and technology—were higher than anticipated. John Oxaal added that it has been challenging to distinguish which purchases were made prior to Charter School Partners' involvement. Despite these variances, John Oxaal explained that while the school remains financially upside down at this time, the situation is manageable due to anticipated grants and additional resources expected in the near future.

- Academics Committee - John Oxaal reported that the Academics Committee has not met recently; however, there is testing data that requires review. Trip Cogburn added that new assessment results have been received. Kindergarten and first-grade students tested at an average level, while second-grade students tested below the expected benchmark. Trip Cogburn recommended that the committee convene soon to review the data and provide additional guidance. Thomas Nechyba inquired about how to initiate the committee meetings and confirmed that he will begin scheduling these sessions. He expressed interest in analyzing the assessment data and determining the appropriate structure and frequency of committee reports moving forward.
  - Governance Committee - No committee reports were presented from this committee.
- 8) Calendar of Upcoming Events - Trip Cogburn reported that the school participated in several Trunk-or-Treat events, including those hosted by Cone Health, Dance Extreme at Buffalo Bowling Lanes, and the school's own on-site event. These events were well attended by families, friends, and members of the broader community. Trip Cogburn also noted several upcoming activities. The school will participate in National Kindness Day on the Thursday before Thanksgiving. A time capsule ceremony is planned, and on November 21, 2025, each class will host a "Class Feast," allowing parents to visit the school and engage in classroom celebrations. The school is also collecting food donations to support families in need within the school community. Trip Cogburn added that the school is exploring participation in various local parades. Additionally, a winter concert is scheduled for December 18, 2025, with students performing. The school is currently researching potential venues for the event.
- 9) John Oxaal reminded the Board that the next meeting will be Monday, December 8, 2025 at 5:00 PM.
- 10) Adjournment- A motion to adjourn the meeting was made by John Oxaal, seconded by Anjanette Miller. The motion passed unanimously. The meeting adjourned at 5:46 pm.

###