



ROCS BOARD MEETING Minutes

July 29, 2025

Location: Virtual via [Google Meet](#) or dial-in: (US) (US) +1 570-554-0263 PIN: 812 874 170#)

Attendees: Bridget Blinn-Spears, Rich Antoine, Alison Roane, Greg Paul, Ewen Finser, Brittany Wheaton, Heather Reading, Prestige representatives Stephanie Holman and Kathy Davies, members of the public

Welcome & Call to order: [Board Verse](#)

New Business (5 minutes)

- Committee Reports
 - Finance
 - Budget is ready for board review - some pieces still in flux so not ready to finalize or have public review yet, but ready for board review.
 - Review of critical financial metrics by Kathy Davies and Stephanie Holman with Prestige
 - Stephanie Holman is the consultant for the school - started beginning of June working with ROCS. Go-to for all things accounting, payroll, AP, budget. With Prestige since they acquired Acadia - with them 20 years.
 - Kathy Davies started with North Star back in 1999. Experience to help on the budget. One of the owners of Acadia North Star when Prestige acquired it. Asked to come back in January to help consultants with training and budgets.
 - Budget moving in the right direction.
 - Preliminary June financial report. Set to close audit early August and hand over to auditor, then will receive final end of fiscal year 2025 report.
 - Increased headcount will help cash on hand.
 - Salaries and benefits - barely above benchmark. Budgeted above where it landed.
 - Net income on preliminary report is positive. Still in accrual period - items incoming for last fiscal year in terms of accounts payable or revenue will record on the year. Nothing major expected.
 - Undocumented transactions - total of undocumented revenue plus expenses. Callie has sent almost all the revenue, so headed to zero before closing out audit.
 - Operating cash is as of June 30, 2025.
 - Explanation of drawing down money to cover expenses and how that relates to payroll. ADM from past years numbers - change to new ADM.

- Operating cash looks low compared to expenses. July releases allotment based on FY2025. Best of first and second month reports. 371 students - so initial allotment was based on 371 students. Equates to \$2.8 million. That money is available to draw. Held at treasury for Stephanie to order on Monday to come in on Friday. Ordering state money to cover payroll in July and August. No issue of cash flow. Can't order \$500k if payroll is \$200k and sit on \$300k. Can't earn interest on state or federal money. Can order as much as we need to get us through until county funds start to come in around October. Money from the state - Fund One. Planning on 550 or more students. After first month is established and filed, then will look at second month and will determine how many more students we have over 371 and will fund for the growth. Won't see until October or November. Allotted and held at treasury on as-needed basis. Spending state money first - only for the fiscal year. Lost whatever is there (Prestige makes sure to monitor that so that never happens). Watching for updates as money comes out.
- Federal fiscal year is October/November so not available to draw until Fall. Start adjusting those. State and local now cover some of those salaries. Then order those and replace them to adjust to put that money back to respond in other areas. Spend state and federal money first. Build county/local funds so when state and federal money is down, then have local funds to fill in. Local funds - if don't spend them, that becomes reserve/surplus - can carry forward in bank account. Extra, savings. Continue building on that. As the reserve grows, can put it into interest bearing accounts. Enrollment growth helps with that foundation to keep those numbers in the green and have a surplus annually.
- First 20 days is based on membership. Day 1 - when student walks through the door, they become a member. Calculator and funding clock starts. If they go on vacation for five days and return, still a member of the school, still receive full funding. If they go on vacation, make sure they come on Day 1. If they take vacation the first 5 days, coming on Day 6, lose funding for that child. First days are very critical. Someone needs to be on standby to make phone calls, pick kids up. Reminder that beginning of school is very important. Two months of PMR is that there's another opportunity to increase enrollment for PMR. Need strong numbers to bring students in or will revisit budget again.
- Next steps - socializing budget to next board meeting or before that - approved working budget recognizing that it will change once we receive true up and better understanding of ADM.

Old Business (5 minutes)

- Approval of Minutes: [June 25 Board Meeting](#), [June 25 Closed Session](#), [July 1 Special Session](#), [July 1 Closed Session](#), [July 19 Board Retreat](#)
 - GP moves to approve above minutes. EF seconds. Unanimously approved.

New Business (40 minutes)

- [Board Agreements](#)- due back to BBS by August
- [Parent Circle Update](#)
 - Changed official name to Community Circle
 - Changing the things for Facebook, other official name
 - Website information needs to be updated
 - Going to update operating agreement
 - Approached to help financially with supplies
 - \$3000 contingency for moving, which was used in the Forum move and last year, but could take this budget and start a supplies budget
 - Could offer \$2k and still offer some to teachers for moving reimbursements
 - Increasing mini-grant to \$300 for specialists
- [Preschool Update](#)
 - Fully enrolled - 39 families, three on the waitlist! 2 more virtual meets.
 - Start date is Sep 2, 2025 - in before ROCS students because families are paying tuition - giving them a full month.
 - Still hoping to move kids in on 9/2 - rescheduling popsicle party and info session.
 - Working on licensing - taking workshop next week, then will really get going
 - Hoping to offer full time care by January.
 - Need a broader conversation about budget and where CB fits into “the whole situation”
 - Playground is a big project. CB raised a little money towards playground. At least three evenings of parent volunteers, with some idea of how to spend that money. Mostly involves a lot of sand, which may need to be relocated and spread.
- Committee Reports
 - Facilities
 - Became apparent Saturday/Sunday that needed to move the move-in date back. Walk through is now 8/13. Starting move on 8/16 - don't want to have the same situation where asking volunteers to shift schedules again. Good volunteer response from known community members who have been reliable and dependable. Room parents and people on the facilities committee.

Faculty responses as well - people wanting to come help. Should be fully volunteer staffed in terms of directing and getting everything where it needs to go so BW and AR can help talk to people.

- Final CO for the entire site won't be until December, so no significant changes to construction documents (so no playground until City of Raleigh leaves). Nothing permanent coming in yet - all within a tree protection area.
 - Tree guy came this week. Brian Spears to address punch items on exterior - what was in the drawings versus what ROCS received.
- Current delay does not impact school start date. Built in buffer - this was anticipated.
- Missing a fire permit - keep getting the run around with different things that need to be changed. They're saying it's because we changed the sinks, which changes the HVAC and electrical - all the other drawings. AR is not sure they revised in January when we made the sink changes. Think they submitted in February. Three revision since then.
 - Different inspectors see things differently, and different ones come out each time.
 - Fire marshals from the fire department. They don't read the drawings ahead of time, they look at the building once its up. Not getting periodic input along the way. Fire is often the holdup. Then elevator inspection.
 - Once fire is done, we can put a stocking permit in for temporary coverage. No people, but moving stuff in until elevator is inspected and get final building CO, not the final site CO.
 - Pavillion is on a separate building permit. It will still be moving - roof is up.
- Governance - [Handbook Draft](#)
 - [Enrollment & Outreach](#)
 - Currently at 555 students enrolled
 - 106 applications in progress
 - 46 starting applications
 - Target is 570 for new numbers, but 550 was the original goal
 - Month left, and applications are still coming in.
 - Last info session - adding rows all the way to the end
 - Parent asking why not all schools do this.
 - Product is resonating, message is resonating.
 - Word of mouth helping - friends and networking

- More in the pipe
 - Admin team has not stopped - at every community event, on the phone with families, information sessions
 - Next thing to prepare for - how and when to implement a wait list
 - Need proposal from admin team - good problem to have
 - Wait list also impacts hiring
 - Understanding economics and break even for opening new classes or splitting kids up
 - Delivering on promises/responsibilities to marketing messaging and stated values
 - Should move to steady state with product leading the growth, less effort in subsequent years
 - Melt rate of 10% expected, so the more the better. Capped at 648 - how are we instituting wait list?
 - Summer PD has calling families the week before and speaking about open house, teachers introducing themselves.
 - Emma Jackson putting together more efficient attendance log so everyone on this team and admin team can access it live.
 - First three weeks of school, teachers should be calling students who didn't come to school. Calls logged in infinite campus.
 - Bloomwell said this was the most successful social media campaign they have ever run.
- [Admin update](#)
 - Community info session close to school
 - Huge turnout at North Hills kid festivals
 - 120 pinch pots made with students
 - Lower school meet up - 100 plus families
 - North Hills info session also very successful
 - Upper school meet up August 3 - changed location due to heat advisories
 - 2-4 PM at Durant
 - Scoops on ROCS - rescheduling due to delay in building
 - Booth at North Hills Kids-Chella - August 19
 - New staff attending info sessions and meet ups
 - Parents are coming up to say they want to go to our school - what is available in terms of open positions.
 - Staffing
 - All teaching positions filled (pending board approval)
 - Vacancies remaining: 1:1 support staff and school counselor (pending)
 - Reference checks, deep conversations, getting to know people first
 - Intentionality driving staffing and team cohesion
 - Summer transition team - cross departmental team (teachers, admin, board members)

- Three successful two-hour planning sessions
 - Finalizing 25-26 schedule (s/o Liana Harbeson)
 - Behavior plan finalized
 - Conversations around balance and equity in new classes - not putting position of one brand new teacher and all new students
 - One time unlooping strategy allowing more intentional and meaningful pool of students to distribute across grade levels
 - Whole team has shown up every time
- Planning around teacher rep structure
 - Increase teacher rep to two - sustainability and equity of voice
 - No brainer
 - Motion to expand to two teacher representatives selected by the faculty/staff with guidance of admin. Stipulations on attendance, selections and term limits to be determined by faculty/staff/admin. Second by AR, unanimously approved
- [Org chart](#) - balanced leadership structure
 - Dean model
 - Snapshot of current
 - Will have functions linked
 - At what level of enrollment do these things need to change
- Gratitude to Enrollment and Admin
 - Full-day admin retreats
 - Fully scheduled summer PD until yesterday, but already shifting per move
 - Balanced, intentional, team building-focus
 - Strong baseline in alignment with goals as staff operationally and academically
 - Full and robust schedule
 - Waldorf training attendance was great
 - BW attendance at NCACSC
 - We are ahead of where other long-standing institutions are
 - Gem here in the triangle!
 - BG Gaines accepted into NC Exceptional Children leaders cohort - 15 in the state.
 - Open realm of possibilities for EC department.
- S/O Marissa Finser - school supply list is out and amazing
 - Efficient and equitable access to full range of supplies
 - Purchasing wholesale and offering bundles
 - Scan QR code on list - fill out and send in payment
 - Bundle appears on desk first week of school

- Executive Director Task Force Update
 - [Cadence](#)
 - [Posting](#)
 - [Job Description](#)
- Charter Renewal Site Visit Feedback Review

Public comment (5 min)

Items may be brought to the ROCS Board's attention under this section of the agenda. The Board will not discuss or take any action on items not listed on the agenda. We request comments be limited to three (3) minutes. Use the [web form](#) to sign up to speak. Full rules pertaining to the public comment period [can be found here](#).

Jefrey Guzik - Question about shuttle - will affect

Closed session (20 min)

BBS motion at 8 PM to go into closed session pursuant to §143-318.11(a) to discuss the amount of compensation and other material terms of employment contracts for specific existing staff pursuant to §143-318.11(a)(5). [Google Meet \(CLOSED\)](#). [Agenda](#) EF seconds, unanimously approved

Adjournment

Motion to adjourn made by EF, Second by GP, passed unanimously.