**ST. PETER’S ACADEMY**

**GOVERNING BOARD**

**APPROVED MEETING MINUTES**

**DECEMBER 16, 2016**

**MEMBERS PRESENT:**

* **Rev. Andrew Jefferson**
* **Mr. Robert Temple**
* **Mr. Larry Taylor**
* **Mr. Clayton Broxton**
* **Mr. John Rorick**
* **Ms. Jennifer Lopez**
* **Mrs. Ruth Jefferson**
* **Mrs. Gloria Finch**
* **Ms. Barbara Andrews**
* **Ms. Constance Smith**

1. **CALL TO ORDER INVOCATION:** The St. Peter’s Academy Governing Board meeting was called to order at 6:00 p.m. Friday, December 16, 2016 with prayer by Mr. Taylor.
2. **READING OF THE MINUTES:** The minutes of September 2016 were read. After discussion, it was motioned by Mr. Taylor and seconded by Mr. Rorick that the minutes be accepted. The motion was carried and the minutes were approved.
3. **REVIEW OF FINANCIAL REPORTS**:

**Quarterly Financial 2016** - Mr. Rorick reviewed the Quarterly Financial Report ending September 2016. As of September 30, 2016 the Balance Sheet, Total Liabilities and Fund Balance was $257,513.00. After discussion, Mr. Taylor motioned for approval of the Quarterly Financial Report; Mr. Broxton seconded the motion. The motion was carried; the Quarterly Financial Report was approved.

1. **DISCUSSION:**
2. **Title 1 –** Ms. Andrews gave an update on Title 1 activities. She informed the Board that the Parent Involvement Plan was distributed and the Parent Compact Agreement was already on the school website. She stated that the Parent Involvement Plan and School Improvement Plan needed to be reviewed. Mrs. Jefferson stated the Parent Involvement Plan and School Improvement Plan are both available for review on line and that the Board should now officially approve both documents. After the Boards review, on motion by Mr. Taylor seconded by Mr. Rorick, the Parent Involvement and School Improvement Plans were approved.
3. **Wellness Policy:** Mrs. Finch presented the Wellness Policy for approval as one of the requirements of the National School Lunch Program. She added that the school will establish a plan for monitoring the Wellness Policy implementation. Mrs. Finch stated that the Plan must be approved each year, to make sure we are following the correct guidelines that have been established. Mr. Taylor motion to accept, seconded by Mr. Temple; the Wellness Policy was approved.
4. **School Grade and Education Program:** Ms. Jefferson discussed and presented information regarding the school’s grade and review, school recognition, capital outlay fund, school loan, and proposed education plan and program. After discussion, on motion by Mr. Taylor, seconded by Mr. Temple, the information, request and plan was approved as presented.
5. **VPK Program**: Ms. Constance Smith gave an update on the Pre-School VPK program. She indicated that there’s an upcoming second Volunteer Pre-Kindergarten Assessment(AP2) and VPK curriculum monitoring scheduled during the month of February 2017. After discussion, the information was accepted as presented.
6. **INFORMATION:**

* The January 2017 calendar of events was presented and accepted.

VI. **ADJOURNMENT:** The meeting was moved for Adjournment by Mr. Taylor and seconded by Mr. Temple; Mr. Taylor adjourned the meeting at 7:00 p.m.