Board Meeting Minutes

October 13, 2026 Meeting Minutes

Board Members Present:
Chad Holzshu, Ken Hall, Antonio Wilder, Mark Piernick

Guests Present:
Timothy Hedgepeth, Philip Adkins, Tykelia Bell

I. Opening Items

Call the Meeting to Order

K. Hall called a meeting of the board of directors of United Community School to order at 5:33 PM. The mission statement was read.

Approve Agenda

*Motion to approve by **M. Piernick**. Seconded by **A. Wilder**. **Approved Unanimously.***

Approve Minutes of September 15, 2026 Meeting

*Motion to approve by **C. Holzshu**. Seconded by **A. Wilder**. **Approved Unanimously***

Public Comments

None

II. Compliance

Adoption of Fiscal Control Policies

The board reviewed revised fiscal-control policies prepared by the school's attorney in response to NCDPI recommendations arising from an erroneous check deposit. The policies address segregation of duties, custody of assets, record keeping, and reconciliation

The board discussed assignment of responsibilities. Oversight requirements were reviewed, including external review by the finance vendor (Charter Success Partners) and weekly oversight by the Board Treasurer.

*Motion to approve by **C. Holzshu**. Seconded by **M. Piernick**. **Approved Unanimously**.*

III. Policy

Recovery of Damages from Parents/Guardians

The board authorized counsel to send a demand letter to a student's parents/guardians for damage to a classroom if repair costs exceed $100.

*Motion to approve by **M. Piernick**. Seconded by **A. Wilder**. **Approved Unanimously.***

Student Handbook – Seclusion and Restraint

Counsel will send the revised student handbook addressing Seclusion and Restraint to the board for review before the next meeting.

Employee Handbook Updates (FMLA, parental leave, technology use)

Counsel presented updated FMLA provisions, which provide up to 12 work weeks of leave in a 12-month period and require advance notice from employees when possible. The board elected not to add a specific definition of job abandonment to the handbook. The board also reviewed new technology-use provisions covering email, voicemail, and cell phone/electronic device use.

*Motion to approve updates and revisions to the Employee Handbook by **A. Wilder**. Seconded by C. Holzshu. **Approved Unanimously.***

IV. **Personnel**

Approve Hire – Lala Babayeva, EC Coordinator

*Motion to approve the hire by **C. Holzshu**. Seconded by **A. Wilder.** . **Approved Unanimously.***

V. **Operations, Academics and Recruitment**

Health Department Memorandum of Understanding

The board reviewed a memorandum of understanding with the Mecklenburg County Health Department, which provides resources and services to the school at no cost, including animal-bite consultations and anaphylaxis training.

*Motion to approve by **M. Piernick.** Seconded by **A. Wilder. Approved Unanimously.***

Enrollment Update

T. Hedgepeth reported current enrollment of 207 students, down from 214. He attributed the lower number to the elimination of two classes earlier in the year, with plans to restore those classes. He reported efforts to improve retention through feeder partnerships with three high schools, including Queens Grant and Corvian Community School, which would provide priority access for UCS students. Counsel offered to draft partnership contracts for board approval. The board also discussed exploring preschool partnerships to attract new students.

Upcoming Events and Facilities

T. Hedgepeth announced a Fall Festival on October 30, 2026, as part of efforts to rebuild community engagement and school spirit. He then provided the following list of upcoming events:

October 12-23: Fall Break NO SCHOOL
October 13-14: Parent Teacher Conferences, Report Cards Released
October 30: Fall Festival

November 11: Veterans Day - NO SCHOOL
November 24: Circle of Thanks
November 25-27: Thanksgiving Break NO SCHOOL

VI. **Closed Session**

Attorney Consultation

*Motion to move into closed session by **M. Piernick.** Seconded by **A. Wilder. Approved Unanimously.***

The board entered closed session pursuant to N.C.G.S. 143-318.11 to consult with the school's attorney at 6:23 PM.

The board returned to open session at 6:34 PM

VIII. **Closing Items**

Adjourn Meeting
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:35 PM

Respectfully Submitted by K. Hall