Minutes for Corolla Education Foundation Board Meeting

Wednesday, December 6, 2017

2pm, Corolla Library

Meghan Agresto, Dee Werner, Al Marzetti, Pam Fearn, Susan Taylor, Bryan Daggett, and Frieda Harris called in telephonically, Karen Clark represented Public. A quorum was established.

2:14 **Meeting Called to Order:**

* **Board action**
* Approved October and November’s minutes**- Susan Taylor made a motion to accept minutes. Motion passed.**
* **President’s Report**
  + Meghan and Al executed Bylaw amendment regarding non-discrimination policy.
  + Annual appeal update: donation request sent to 300+ emails plus Corolla Light contact for newsletter; website updated; separate request sent to parents but only 2 parents donated so far. $2175 total received to date, all donors are repeat donors. Tax Receipt letters to be sent outin January. Frieda asked to draft follow-up letter to parents.
  + Al and Meghan scheduled to meet with Dare County Superintendent John Farrelly on December 14th
  + Divider is installed. Main benefit is as a visual barrier, some sound deadening
  + 2016 IRS Form 990 signed and forwarded to accountant for submittal to IRS. IRS accepted.
  + Using Hadley’s space: Teachers responded that what they are doing works well and would only use Hadley’s space in an emergency situation.
  + Frieda suggested that we order the Thank you cards after Meghan brought up the idea. Meghan ordered them.
* **Treasurer’s Report** 
  + Bryan solicited comments on the Management Discussion & Analysis he prepared. Full board happy with the MD&A Bryan put together. Audit Report finalized.
  + Bryan raised the issue of the length of CD we should use for excess funds in the Operating Account, given the potential need to use funds in the near future for building construction. Al moved that we put $50K in an 18 month CD. Meghan seconded. All voted in favor.
  + Currently, WEVS is operating $8,700 in the red for the year, but this isn’t a concern because Currituck County hasn’t yet paid for the year.

* **Curriculum Committee Report**
* Susan reported: Ellen Bryson observed two teachers and now that info needs to be entered into NCEES
* NCEES is now functioning
* Evaluations again in January unannounced. Two 20 minutes ones for Leadership and Knowledge of Content. Two for Teacher Fennimore and one for Teacher Sonnenberg.
* Susan received an email re: survey for school looking for a representative for teacher feedback and teacher needs to attend a Webinar (Marcy will be asked) Susan will forward information to the teacher.
* **Building Committee**:
* Al and Meghan met with Jennie Turner, Currituck County Planning Department to get a better understanding of setback requirements so a determination will be made whether it is necessary to combine the lot with the lot the current schoolhouse sits on.. Bryan and Al had met with Twiddy prior to discuss potential land donation. Doug Twiddy asked that we evaluate the need to combine lots. We also told Doug that we would obtain another appraisal as the first appraisal was flawed by the inclusion of Currituck Club lots as comparables. The value of Currituck Club lots are depressed due to high dues and assessments, no soundfront facilities and limited access to beach. Bryan will contact architect on OBX Foundation Board to get a view on whether building on the single lot is feasible.
* Teacher update: Sylvia attended
  + Events
    - Volunteer Thank You Thanksgiving lunch – well attended, great food!
    - Holiday musical performance with Whalehead – ukulele song a super success,
  + Update on project-based learning for year- Survival, map making, treehouses are made for living in, learned how to, resources do you have with you.??? Journaling, making a survival guide. Students are making a community. Water/Food, Waste management, Food, Power.
  + Graduation project – 7th and 8th grade service project. Green Ribbon standards (health, environment,) Some criteria: Write a paper, put together a media presentation in public forum, create a website, blog, produce a video journal presented to the board. Students begin in the 7th grade and support it and maintain it in the 8th. They work independently or as a group.
  + Parent-Teacher conferences done. Almost all attended.
  + Skill streaming – program used to help kids learn basic skill sets ie: eye contact, social nuances
  + Update on School improvement plan (including EOG prep) folder “School Improvement Goals and Plans” created in drop box by Sylvia. It helps with “alignment and committee work”. Documents have 5 goals (usually) is in drop box. Program Design: stats and grade improvement “how to”. Up EOG , Monday meetings, Posting Standards, Strategies: ID what they are learning today, tracking, ELA, Math (raising) Peer Learning Community is the Monday meeting to streamline plans.
  + School improvement plan: Raising Grade, US Dept. of Ed, “Green Ribbon” requirements meet 3 tiers, sustainability, health and reduce environmental impact
  + This is not official “Green Ribbon” and not on our website. Once draft is ready, we can approve and make it official and put on our website.
  + Recommendation from Sylvia: Who, what, when, where and why for School Improvement Plan Tabled until draft is completed.
  + Encouragement from Board to have a blog or attend and present at conferences to showcase all of the work they are doing at the school.
  + Cleaners are doing a great job.
* **New Business**: None
* **Old Business** 
  + Divider arrived for chapel
* **Public Comment**: No public comment
* Meeting adjourned at 4:00