Minutes of Board of Directors Meeting

 Wednesday, April 11, 2018 2pm

Currituck County Satellite Office, Corolla, NC

**Minutes of Board of Directors Meeting**

**Wednesday, April 11, 2018 2pm**

**Currituck County Satellite Office, Corolla, NC**

Meeting called to order at 2:03 by Board President.  Meghan Agresto, Al Marzetti, Bryan Daggett, Dee Werner, Gerri Adams in attendance.  Frieda Harris participated telephonically.  A quorum was established.

**Board Action**

Al Marzetti nominated Dee Werner for secretary position. Meghan Agresto seconded Dee for Secretary. Vote was 4 - 1 to approve nomination with Dee Werner voting against the nomination.  Also, Board decided to postpone approving minutes from last month as Dee Werner assumes responsibility for them.

REAP grant application is due in nine days.  Meghan Agresto informed board that she will submit it written to support a teacher assistant.  The grant is expected to be about $17,000. If CEF is granted the $ we can decide whether to definitely hire for it

Al introduced/nominated Gerri Adams to fill the board position that Pam Fearn vacated.   Geri told us about herself. Masters in special education.  Board had already received a copy of her CV. She spearheaded co-teaching and inclusion.

2:19 Gerri left room.  Bryan Daggett motioned that we approve Gerri to the WEVS board; Meghan Agresto seconded.  No discussion ensued.  The board unanimously voted to elect Gerri Adams to the board.

2:28 Gerri returned to participate as a member of CEF’s board.

Meghan Agresto announced there was an opening for a school cleaner.  Gerri Adams will ask someone. Bryan is working on some leads as well.

Al Marzetti suggested putting local attorney possibly on retainer for local, smaller issues.  He then suggested we use Raleigh lawyers for larger issues/charter school issues if they arise.  $2500 is in the budget for attorney retainer.  Al will contact Pat Hudspeth, attorney, to discuss.

**President's Report**

Performance Framework – submitted in full (PDFs of things like fire inspections, occupancy, policy manuals info, etc). WEVS is in currently in our sixth year.  At 10 years charter is up for review and Performance Framework is part of that system.

Al Marzetti made a motion to keep auditors for next year.  Meghan Agresto seconded motion.  Unanimous approval by the board.

Meghan Agresto stated that the LCSW contract was signed; Debbie Welpe has started working.  She has provided teachers with advice.  She is not a health service provider (cannot provide diagnoses) so we are not subjected to HIPPA.

Meghan Agresto informed board that WEVS branded clothing was being organized by a parent to keep money out of our budget.  Brittany Finch will write check to cover after collecting money from parents. Online google form went out to parents, volunteers, and board members. (WEVS not selling merchandise.)

Meghan Agresto updated board on Chicago trip.  Brittany and Jacqueline (parents) are chaperones along with Liz Fennimore and Sean Sonnenberg (teachers).  Meghan organized the flights (United Groups) and housing HI International hostel; the group still needs shuttle to airport; eleven total going; CEF paid for eight (6 students and 2 teachers); turbines need to get to Chicago; Sylvia has written a behavioral code for field trips which she’ll make sure Sean gets to the families as he’s in charge of the KidWindChallenge sign up and communication.

Special ed update - Meghan is meeting with Liz about self-evaluation (LEASU) that gets submitted annually. She will share Liz’s draft with team (Dee Werner, Kathy Scott, SLP, and Debra Welpe) for review..; Will meet with Special Ed Aide for mid-year review now that’s she’s back from maternity leave.

**Treasurer’s Report**

WEVS operating account has $ 198,756.30. CD accounts total $243,400.48.

We are now 3/4 the way through the fiscal year and we are at or under budget for all major expense categories. No red flags / concerns.

March expenses were $6k below revenue, and we are nearly $90k in the black year to date. Bryan raised my projection up to $100,000 surplus for the year.

Acadia contract -pricing to go up $15 a month. Bryan Daggett recommended that we stay with Acadia.  Bryan motioned to accept Acadia contract. Meghan seconded.  The board voted unanimously to accept the Acadia contract.

Potential funding for Corolla students to go to Dare County - Bryan discussed this topic with Acadia.  CEF can do this as long as we are not using federal and state funding. No separate bank account will be needed.  Board discussed if funding should be needs based or should all students be eligible?  For future discussion - do we give scholarships for college?  Bryan will put together some potential scenarios for future discussion.

**Curriculum Committee report -** NCEES teachers’ observations done, peer reviews have to be entered in by May 1 (Susan communicating with teachers), Sylvia wants to help review BTSP before we finalize it for 2018-2019 now that she’s completed her UNCW classes

**Compulsory Ed Committee** - Parent of excessively absent student did not show; Bryan (educationally) and Al (legally) will draft a letter to parent with next steps.  Will include that (per policy manual) since student has been absent more than five times in a quarter, a physician’s note is required.

**Building Committee**

Bryan Daggett and Al Marzetti met with architect who has made preliminary plans.  The architect is planning to meet with Twiddys to be consistent with Village. He will send us sketch work (plat plan; school drop off; using road behind outhouses; elevations; pilings; future expansion).  The committee also informed architect of possible chapel expansion.  The board discussed the next steps: after Twiddy meeting, building committee will meet with chapel to see where they are going and to narrow down timeline to match ours.

Teacher Update (Sylvia)

Case assessments - sending them in next Friday; They will be back by first of May.  Brian suggested using state assessments for end of year.

EC Aide - Sylvia stated her opinion of EC aide doing a phenomenal and improved job

Field trips - Audubon - Sean Sonnenberg is leading the trip.  Sylvia wrote the permission slip.

Sylvia, Christine Davidson, Jackie - taking trip to campground and Mount Vernon; George Mason, Gunther Hall; Richmond Science Museum and Air and Space Museum (see email).

Project Based Learning update - students finished posters, stamp design, their constitution, and song.  They are starting vessels/transportation systems and exports.

Technology- Sean wants to wait for new computer; Smart board not used correctly due to not rebooting - needs to be erased;  Sylvia will buy a plug in draw board for note taking abilities.

Volunteers – Sallie Bedall, a classroom volunteer, is teaching the poetry section.

Extended School Year - Liz exploring option with B.D. and run lemonade stand with J.S. for social skills.

Honor code - implemented in morning; Sylvia and Sean are testing it They are starting to see ownership on part of students.

Student conduct policy for field trips - Sylvia would like board to examine this over the summer.

Bryan asked if there were any concerns with students.  All third graders taking it have passed the portfolios.  Two students recommended for possible IEP start-up work. At least one student needs some extra support.

Calendar - general calendar made for next year; 1,044 hours; end on June 4th, 2019; same hours as this year.

Sylvia proposed team teaching schedule for next year (math at same time, etc).

Sylvia requested board input on survey for her degree.

4:21 Sylvia left

Meghan moved to close session; Al seconded; all agreed 4:23

4:34. Bryan motioned to end meeting; Al seconded it.  All voted to adjourn.  Meeting adjourned at 4:34pm.