Wednesday, June 10, 2020

2pm, Virtual Meeting

In attendance: President Meghan Agresto, VP Al Marzetti, Treasurer Bryan Daggett, Secretary Allison Broughton, Susan Taylor, Gerri Adams, Frieda Harris, Teacher-Admin Sylvia Wolff, summer intern Lisa Alcott, member of the public Karen Clark

The meeting was called to order at 2:02pm. A quorum was established.

Board action

* + Approve May’s minutes- Bryan made a motion to approve, Susan seconded, and all voted in favor.
  + Calendar approval (after new business)

President’s Report

* + Introduction of summer intern, Lisa Alcott – Master of School Administration Lisa Alcott joins us for a 100-hour internship. She is a teacher at NEAAAT. She will be assisting with the development of the virtual plan for WEVS.
  + Teacher bonuses have been delivered and all contracts have been signed with the exception of Debbie Welpe, who is retiring.
  + Twiddy Schoolhouse Lease contract was requested.
  + EC Aide Allen’s license – She is in NCEES (put in for SP2) and can be observed and evaluated. She has not had an official observation to this point but has been informally observed by Teacher Fennimore. Teacher Fennimore can do official observations.
  + Waiting-list update – One admitted student has passed on admittance so the top of the waiting list is now in. There are currently 10 students on the waiting list.
  + The yearbook is almost done. A pdf will be emailed to the Board for review and edit.
  + Public Health Toolkit for NC Schools as of June 8: <https://files.nc.gov/covid/documents/guidance/Strong-Schools-NC-Public-Health-Toolkit.pdf?fbclid=IwAR2iNrKXWPihSy-gfZucW2OHTSlUImjqsMuIxEoWVJRDkfrCwd5fiX_44do>
  + The school’s remote learning plan is due July 20. Procedures for plans A and B are to be created and shared with stakeholders, but not turned in to the state.
  + Annual monthly agendas for CEF: <https://docs.google.com/spreadsheets/d/1UyJwP-7oPJvI-NdOEX8tk75JS65m3wweakRGrkwkdtM/edit#gid=0>. If we’re going to be meeting virtually, parents should know they have access to the meetings. The spreadsheet lists Board action for the month (i.e. calendar approval, budget approval). This will be our Zoom address and password for every meeting. Board meetings will be recurring.
  + Teachers’ working condition survey results: [2020results.asqnc.com/report](https://2020results.asqnc.com/report.php?sid=-1&did=-1). Reviewing state results (linked) is a great way for Board members to think about a successful school. Teacher-Admin Wolff will also send out previously used survey to teachers and Board to gauge success on these items.

Treasurer’s Report

In the month of May, our expenses exceeded revenues by $ 8000. No cause for concern, it was expected as teacher incentive compensation / bonus was paid out at the end of May. Our year to date surplus was $ 52,000 at the end of May. My end of fiscal year projection is that our surplus will drop to $28,000 as we have now received all of the state funds allocated to us for the year (with the exception of $ 215 of COVID related supplemental funds)

Our month end assets included $ 80,000 in cash and $ 473,000 in CDs

I will be making some minor budget adjustments to satisfy state requirements. We are only over budget in three spending categories: Books & Supplies – 2% over, Technology – 5% over, and Non-capital equipment – 9% over. Again, not a big deal, all three overages together total less than $ 1000.

Meghan made a motion to ratify all adjustments to budget; Al seconded and all voted in favor.

Next year as part of budgetary process, Board will grant Treasurer authority to make minor budget adjustments as necessary.

Curriculum Committee Report

Susan is working on getting all teachers closed out in NCEES, entering PDPs, observations, and evaluations. All tasks are complete and teachers are aware of any items they need to contribute to complete NCEES input process.

Building Committee

No report.

New Business

* + Mandatory calendar changes and adjustments to board adopted calendar: Per state requirements, five virtual learning days must be built into the school calendar. The five virtual days cannot be within the first six days of school. Some guiding documents from the state contained conflicting requirements so changes were made based on the legislation. Gerri made a motion to adopt the updated 2020-21 school calendar. Susan seconded and all voted in favor.
  + PRC 121 provides funding for summer school programs for K-4 students who fell behind during remote learning. In-person learning is permitted for the program. Funding was awarded as a percentage based on a school’s enrollment, with a minimum of $16,000. Delivery of a summer school program could be done with resources WEVS already has. The program is intended for students who specifically fell behind due to COVID and the shift to virtual learning. A write-up and argument for the plan is due on June 22, and funding will either be approved or not.
  + Skill Streaming teaching/Debbie Welpe retiring – character development curriculum, including emotional/behavioral processing. Debbie was savvy and she helped the teachers’ workload. She brought up tough topics and her approach and content challenged some students. An experienced replacement—a former teacher or an LCSW—would be helpful, but the teachers could take it on. Teacher-Admin Wolff was teaching the curriculum before Debbie came on. TA Fretwell could assist. Delivery of the curriculum didn’t happen during virtual learning, which was a stressful time for everyone, so we want to make sure it doesn’t fall by wayside.
  + Plan A: Minimal Social Distancing, Plan B: Moderate Social Distancing, or Plan C: Remote Learning. Incorporates the most current [CDC guidance for schools](https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html) and includes requirements and recommendations for eight areas:
    - Social distancing and minimizing exposure
    - Cloth face coverings
    - Protecting vulnerable populations
    - Cleaning and hygiene
    - Monitoring for symptoms
    - Handling suspected, presumptive, or confirmed positive cases of COVID-19
    - Communication and combating misinformation
    - Water and ventilation systems
    - Transportation
    - Coping and resilience

All virtual plans must pay special attention to younger, ESL, and IEP students.

Old Business

None

Teacher update

* + IEP team updates – Teacher Fennimore has done a great job revisiting the IEPs up for renewal and creating two new IEPs. She was diligent in ensuring that students maintained their IEP requirements throughout remote learning.
  + Teacher Workdays—TWDs were spent on material assembly and communication with parents/students. Upcoming will include creating a remote learning template that is the same for every class so students will know exactly where to find their work. Teacher-Admin Wolff will create TWD task lists in the event that they will be remote.
  + Unlawful absence concerns – none. Per the state, attendance was not taken during remote learning.
  + Grades – report cards will be mailed with reading assignments.
  + Opening plans are due June 20. Progress is being made with on the new church building, but adjustments may be necessary to accommodate social distancing. There is a chance that we will have to plan for teachers to have only one cohort with no crossover between groups.
  + Graduation—All but two families attended. Sent off our graduates and got most of the school equipment back.
  + CIP—Will focus on auditing work from last year. Elections will be held again.
  + NCEES will be done by June 30. Teacher-Admin Wolff is making sure all ConEd is loaded and teacher PDP and evaluations are marked off. The state says evaluations cannot occur unless students are physically present (this will likely change) so no evaluations could have been performed after March 11.

Comment from the public

None

The meeting was adjourned at 3:21pm.

