Minutes for Wednesday, November 9, 2022 – 2pm

Both via Zoom & in person at Corolla Library

In attendance: President Meghan Agresto, VP Al Marzetti, Treasurer Bryan Daggett, Secretary Allison Broughton, Susan Taylor, Marcy Moore, Frieda Harris. Executive Director Sylvia Wolff. Members of the public: Karen Clark, Jacquelin Winter.

The meeting was called to order at 2:00pm. A quorum was established.

Board action

* Approve October minutes – Al made a motion to approve the October meeting minutes. Meghan seconded and all voted in favor.
* Educational Leave request – n/a
* Employee Leave request – Leave request received from a staff member who has used all paid leave so requesting additional unpaid days. Meghan made a motion to approve the request. Susan seconded and all voted in favor.
* Ratify Sound-Erate Letter of Agency for MCNC/DPI/FCC grants for $25K for internet for new building (pro-bono offer) – Meghan made a motion to authorize Jeannene Hurley of Sound-Erate to act as CEF’s agent in reference to a $25k grant for internet—fiber, cabling, access points. Al seconded and all voted in favor. MCNC will provide a scope of work.
* Marcy as (paid) Mentor FYI – Marcy is getting paid by CEF as a mentor and a substitute teacher. There is no conflict of interest as it is outside of her board work.

Board President/Director’s Update

* SIP updates – SIP team is providing excellent feedback and looking forward. Exploring extracurricular activities including archery, which will fall during school day so won’t require insurance changes. Second “Sip with SIP” event had about half the attendance as the first. Next is scheduled on 11/18. Hoping to order WEVS swag before Christmas. Plan to over-order for individuals outside of the school who may be interested and to sell at the Christmas Open Houses.
* Epicenter Updates – Everything is up-to-date, including uploading the audit.
* PLCs – Identified students at risk and scheduled time to work with them. PLCs have been cooperative and progressive.
* Substitute teacher updates – Marcy and Sean Sonnenberg have been wonderful, and having them to fill in means no teachers have to sacrifice their planning time to sub.
* Contracted church cleaner has started. W-9 needed.
* Nina proposed to clean the schoolhouse twice a month for $175/mo. The previous cleaner charged $50/week.
* Professional Development – Three teachers attended Leela Heyder’s community event in person, everyone else is watching a recording of the presentation, which received a positive response.
* Past/Upcoming Events – Field trip to Island Farm and the Wright Brothers Memorial attended by 15 parents and went well. The field trip form was revised to emphasize that transportation falls under personal insurance. Next field trip in December to the aquarium for otter feeding and shark dissection.
* Health Inspection/Septic -98% from health inspection last week; also there to approve septic application
* Health insurance open enrollment- Sylvia and Bryan are assisting staff members with the process.
* 53-55% participation in parent conference
* Surf Club – headed up by Teacher Gill, Corolla Surf Shop, and some 8th graders. Sylvia reached out to head of Corolla Life Saving Association, which spearheads Junior Lifeguards. They may take it over which would mean it falls under their insurance. Currently operating as a non school-sponsored event.
* Trunk or Treat (also not school sponsored) was a success –
* Corolla Christmas Village hosted by Twiddy with village illumination- Open houses will be held Fridays and Saturdays in December. Encouraging donation of baked goods. Students will carol at school and in the village on December 9.
* Lottery will open the week of Thanksgiving. Attendance will cap at 46 next year, up from 44 this year. Marcy made a motion to change the enrollment policy to allow for 12 students in the K/1 classroom vs. 10. Susan seconded and all voted in favor.

Treasurer’s Report

Corolla Education Foundation has $207k in the Operating Account, $31k less than a month ago. The primary cause of the decline is that state dollars are allocated to the Department of Public Instruction (DPI) in drops vs. continuous flow which lead to only $3k of state funds being available to draw down to CEF (vs. typical $30k). This is a temporary situation that we’ve experienced before and it is fully expected that those funds will be in the account before the end of November. As noted last month, we expected the county money to start flowing in during October and it did.

The New School Building account has $707k, an increase of $23k as we deposited $36k in donations to the capital campaign and paid architect invoices of $13k.

In total for the month, revenue exceeded expenses by only $1k. For the fiscal year, revenue exceeds expenses by $29k and we are generally on budget as we have 64% of expense budget remaining with 2/3 of the fiscal year remaining. We are over budget YTD with guidance services but anticipate that will trend back to budget as we front end loaded these services.

Our finalized audit was uploaded into Epicenter/Charter School Performance Review by the Oct 31 required date.

Committee Reports

* Curriculum Committee update – Susan observed all teachers over the last two weeks, and all have evaluation forms, which will be uploaded to NCEES as soon as possible. Saw a remarkable amount of teamwork in co-teaching. January 26 meeting to expand curriculum committee. Sylvia would like to discuss with the committee the possibility of providing standards-based report cards for kindergarten (maybe K/1)—giving a rating on each of the 10 standards (i.e. students can recognize letters of the alphabet, rating 1-4).
* Capital Campaign Committee Update – Paper letters going to all 27927 homeowners and mail chimp email to anyone who is ever given to CEF. Regrouping following the return of bids from contracting firms—do we look at taking on debt? Reduce cost? Fire up campaign for more funds? Corolla Beer Garden is donating $4000 from their event. Have a $50k match with a due date by the end of the year and possibly additional after new year. Met with SECU to learn that they are likely not going to award our grant proposal because they don’t give to charter schools. WEVS won charitocracy.
* Facilities Committee – Bids from contractors came back far higher than anticipated. New renderings have already been completed to reduce costs. The classroom square footage and number of students the building can accommodate didn’t change. New plans eliminate the second floor. The teacher workspace moves downstairs in the new renderings.
* Grievance Committee – N/A

Public Comment – none

Meghan made a motion to end the meeting. Marcy seconded and all voted in favor. The meeting was adjourned at 3:37pm.