**Minutes for Monthly Board Meeting**

**Wednesday February 14 – 2pm**

Via Zoom or at the Corolla Library

In attendance: President Meghan Agresto, VP/Treasurer Bryan Daggett, Secretary Allison Broughton, Al Marzetti, Susan Taylor, Marcy Moore, Wayne Evans. Executive Director Sylvia Wolff. Members of the public: Karen Clark, Lauren Mullins.

The meeting was called to order at 2:01pm. A quorum was established.

Board action

* Approve January minutes – Bryan made a motion to approve. Meghan seconded All voted in favor.
* Psych contract – Al made a motion to ratify prior approval of psychologist contract. Meghan seconded and all voted in favor.
* Cleaning contract – Marcy made a motion to ratify the previously approved cleaning contract. All voted in favor.
* Archery – Discussion regarding moving archery supplies to the boathouse and insure them as part of health/PE class. A request was sent to the insurance company regarding the cost of adding Outer Banks Conservationists to policy (as owner of the boathouse). The additional cost will be $35 for the year.

Board President/Director’s Update

* + Enrollment/attendance update-
		- * Report for open house – Attended by two future kindergarteners and went well. They spent some time in Teacher Fretwell’s classroom and didn’t want to leave.
			* Nine people have signed up for the lottery. The drawing is March 1 at the Corolla library. The final attendance number will be 50 based on the assumption that at least two more spots will open before school starts in the fall. The school can accommodate 50, but it is wise to overdraw as plans always shift and spots come available before the new school year. This means that all nine on the list right now will be selected.
	+ Tech contract – Approved by the board last month and has already proven valuable to Sylvia.
	+ Personnel – sick days/professional development/volunteer report-
		- Licensure update- Teacher Gill has been officially re-instated and back dated for 5-6 residency license. His license previously remained pending due to a clerical error. Teacher Kelly has one more reading test to take to be certified K-6, which will also be backdated to include this year. Teachers Voldish and Gill are both in the final semester of their respective Masters’ programs.
		- Sylvia returned from MTSS training in Cullowhee- MTSS (multi-tiered systemic support) is in our SIP mission, so this will help outline a path for implementation. Sylvia has invited Marcy to come to PLCs as they begin to put the full plan together. It is already in partial practice and not currently required for our school but likely will be in the near future.
		- Sylvia is in the second round of conferences with BTSP and has been working closely with mentors to guide and ask for self-reflection.
	+ Innovative Involvements: Projects/Field Trips/Daily Operations
		- Middle schoolers are going to COA and CSI February 28.
		- All students will go to Jennette’s Pier and Nags Head Woods on March 19.
		- Raleigh overnight trip for grades 4 and 5 is scheduled for April 24, 25, 26. They will visit the Living History Museum and Quest Charter School.
		- KidWind upcoming – Grades 4-8 will be working on that project for the next two weeks. Grades 4 and 5 will be participating for the first time. Older students will be working with aquatics.
		- Future City was a success – three teams traveled to Raleigh. Future City paid for the trip.
		- Writing contest success
	+ Data, Grants, Testing and Reports
		- ISIP reports – iStation reading and math monthly data trending sets are available for January. No February assessments have been issued.
		- Check-ins are next week and results will help guide instruction.
	+ Bonuses went out to teachers. Marcy brought up with Teacher Fretwell her (Fretwell’s) becoming testing coordinator and she is very interested. Marcy also talked to Teacher Kelly about backing up Teacher Voldish with EC duties, and she is also interested.

Treasurer’s Report

For January, operating expenses exceeded non-donation revenue by $6k. For the fiscal year to date, operating expenses exceed non-donation revenue by $13k, meaning finances are running close to break-even this year (4% in the red). Money from Currituck county and Dare county is still running behind budget, although an $11k check came in January. Looking forward, the county money will help make up the loss of state funds as we can expect state funds to be exhausted by mid-March.

Looking at individual expense categories, nothing is significantly varied from our forecasts.

No DOE-341 money has been used yet ($24k) so that will prevent the budget from being too far in the red by the end of this fiscal year.

Fundraising for the new school this fiscal year has been impressive, with over $450k hitting the bank account - $250k of that having been previously pledged.

Bank balances as of 2/13/24:

Operating account $155k

New Building account $472k

CDs for new building $809k (three CDs with maturing dates in April, June, and December)

Total liquid assets: $1.44 million

Committee Reports

* Curriculum Committee update – Susan has a tentative observation schedule, which she will send to Sylvia and teachers. She will have an additional unannounced observation as well.
* Capital Campaign Committee Update – Have not met since last Board meeting.
* Facilities Committee – New fire alarm system for schoolhouse will be installed soon.
* School Improvement Plan Committee- reviewing goals for presentation to the Board next month.
* Grievance Committee – No official grievance, though there was a bullying complaint that was investigated and not substantiated. All parties have been informed of the result and no further action has been taken at this time.

Public comment – none

Closed Session

Susan made a motion to move to closed session to include Sylvia. Marcy seconded and all voted in favor.

The meeting was adjourned at 3:38pm.