Minutes of Corolla Education Foundation Board of Directors Meeting

Annual Meeting - September 19, 2018

Meeting called to order 2:04pm.  Present: Meghan Agresto, Al Marzetti, Susan Taylor, Dee Werner, Gerri Adams; Frieda present by phone

New Business/Board Action:

* August Minutes reviewed.  Al Marzetti moved to approve minutes.  Susan Taylor seconded the motion. Unanimous approval of motion.
* Meghan Agresto made a motion to donate $500 to the Brain and Behavior Research Foundation in memory of Reenie Daggett, WEVS volunteer; Susan Taylor seconded the motion.  Unanimous approval of motion.
* SAM entity – Meghan Agresto stated that we have to nominate an administrator for the Sam.gov website (federal grant hub) and then send in a notarized letter indicating as much; Al Marzetti named Meghan as administrator.  This is needed for REAP grant; Al will sign paperwork, have it notarized and send it off.
* Discussed applying the REAP money for teachers’ aide position.  Al Marzetti motioned to hire Kat Fret, who interviewed for a teacher’s aide position and for Meghan Agresto to develop job description.  Susan Taylor seconded the motion. Unanimous approval of motion.  Motion approved.
* Discussed conflict of interest policy and nepotism policy - Meghan Agresto sent draft to performance review committee for charter school of NC.  Amendment #4 to bylaws that parallels with conflict of interest document - basically follows IRS language. Al Marzetti motioned to approve Amendment.  Susan Taylor seconded the motion. Unanimous approval of motion.
* Elections:
	+ Al Marzetti made a motion to elect Gerri Adams to serve an additional term on the Board of Directors. Susan Taylor seconded the motion. Unanimous approval of motion.  Motion approved.
	+ Discussed election of officers for annual election.  Al Marzetti made a motion to re-elect current slate of officers for the upcoming year; Susan Taylor seconded the motion.  Unanimous approval of motion.  Motion approved.  Board Officers for the next twelve months are Meghan Agresto, President; Al Marzetti, Vice President; Bryan Daggett, Treasurer; Dee Werner, Secretary.

**Presidential Report**

* WEVS received a B on our school report card.  The board discussed the efforts the teachers implemented to raise this score and how to continue to maintain this level for upcoming year.  The board praised the teachers for identifying an area of concern, planning a strategy to correct it, and implementing it to fruition.
* Hurricane school days missed - four days missed. The school has taken back one teacher workday and truncated two vacation days.  The school also added two more minutes to each school day, which will keep the school hours within curriculum-instruction guidelines.
* BOG testing changed from last week to this week, due to mandatory evacuations for hurricane.
* School supplies option - parents can send supplies or money - their preference.
* A potluck dinner was held before school started. Back to School Night coming up (WEVS will provide snacks) – class rotations and discussion with parents about following assignments on Canvas.
* Meghan Agresto stated that schoolhouse owners did not want WEVS to change doorknob due for historic-integrity reasons. Dee Werner stated major concerns about this.  Gerri Adams suggested we could send a letter in writing with specific concerns.  The Board discussed the efficacy of current lock.  It was decided that with the building we have and its location, Meghan will discuss with teachers to teach children about lock and each will practice using it. Given that we also don’t hallways, security fence, or front desk there is some risk inherent in our school that we cannot change.
* County is building a boat museum next to the lighthouse so that will free up the Boat Shed that the Outer Banks Conservationists, Inc. owns that could be a possible use for the school in the future.
* Sylvia Wolff is still working on portfolio for Teacher of the Year.

**Treasurers Report**

No report due to family tragedy.

**Curriculum Committee Report**

Susan met with teachers on August 20th to decide observation schedules for Liz Fennimore and Sean Sonnenberg.  All teachers except Marcy have completed PDPs.  They all had lesson plans in by this morning.  First observation is October 17th and second observation is March 13th; Marcy and Sylvia are fine with drop-ins.  Susan encouraged teachers to present at conferences.

**Teacher Report:**

* PLCs (Peer Learning Communities for teachers) are still on Mondays at 4:00pm.
* Sylvia Wolff sent out a parent survey regarding feelings about amount of homework, internet access, appropriateness of health/puberty ed/sex ed, technology tools parents have access to, board meeting awareness, level of contentedness with school involvement
* Lexis/Scholastic grant available for schools that closely matches rubric Sylvia used for last year’s graduation community project. This grant however has an environmental rubric and an October due date so Sylvia will have students (both 7th and 8th) work on project related to the local environment due first quarter instead of last.
* Liz Fennimore is still planning on attending Special Ed conference in Greensboro.
* Base Line Testing - this year using Check-Ins;  Some topics will still use Case Assessments.
* 3:26 Meghan Agresto motioned to adjourn the meeting.  Susan Taylor seconded it.  Unanimous approval of motion.