Minutes for Wednesday February 8, 2023 – 2pm

Via Zoom or 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.

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

Board action

* Approve January’s minutes – Susan made a motion to approve January meeting minutes. Al seconded and all voted in favor.
* Calendar 2023-2024 calendar – Ratified at last meeting but that version was missing January 31. Sylvia corrected and no need to re-ratify.
* Review total numbers for ADM max for 2023-2024. Currently 41 students enrolled. Six 8th graders are graduating this year. Sylvia proposes taking the full-time aide position down to half-time to allow for the hiring of a full-time Math/Science teacher, and recommends maintaining 46 ADM to help cover the cost of the new full-time teacher. The lottery drawing has been announced on Facebook and Sylvia is going to mention it at the end of a soon-to-be-released print media article about the Future City competition. The new position will be announced after the lottery drawing.
* Start thinking about REAP grant for next year and how to use, hiring – REAP grant has always been used for the aide position. The application has recently been streamlined and is easier to submit.
* Tony Cerri presented the idea of offering a walking tour of parts of Corolla Village (to include the schoolhouse and lighthouse grounds) as a fundraiser during the summer. He initially inquired as to whether the lighthouse would be the insuring entity but their board passed on the idea as it is not aligned with their mission statement. CEF could take the role of insuring entity instead. The tour would include a history of the schoolhouse and promote the capital campaign. Meghan will inquire with TowneBank agent as to whether it could be included in the general liability policy at a reasonable cost.

Board President/Director’s Update

* Teacher appreciation bowling evening – Feb 25 6pm
* SIP updates – Archery is still in-process, considering storage of equipment. SIP is handling the Valentine’s Day party, which is on Friday at 2pm.
* Epicenter/Performance Review Updates – Board Conflict of Interest policy and certificate of Civil and Liability Insurance were uploaded.
* PLC updates – Meeting on Monday but not prior two weeks as they were used for conferences.
* Substitute teacher updates – Timesheets triangulated and streamlined for monthly payment.
* Professional Development – Teacher Kelly and Teacher Fretwell have both signed up for Responsive Classroom.
* Past/Upcoming Events – No school next week for winter holiday. On Mended Wing performed Hamlet, all students attended and they did great. Goldilocks trial with law professor as judge on March 10 at the chapel. Students presented about their social-emotional learning and said goodbye to Leela Heyder.
* Openings/Lottery update – Lottery will be held Friday, March 3. Three students (2 families) have left for Dare County schools. Their departures are unrelated.
* Cleaning update – All is well.
* Tech update (State was here from MCNC updating) – Recently received a survey from the state re: internet security. There is an IT company that specifically services charter schools—Sylvia will get a proposal.
* Student concerns—some are flagging for excessive absences, although none for unexcused absences (Covid and medical emergencies).
* CIPA (Children’s Internet Protection Act) audit complete – No changes. Specific verbiage required (which is in place in Parent Handbook). Students complete digital citizenship training with vetted curriculum from Common Sense Media and coding.org.
* Have switched electives around: Feedback was that 5th grade should have some PE; they visit PE once a week instead of study skills. Music for middle school is now ukulele, Sylvia is taking over health.
* Middle school competed at Future City in Raleigh. Good experience and good notes for next year.
* Dare county parent night is on February 22at 6pm. Eighth grade parents have been advised.
* CSI field trip on March 2
* Next month—PRC 118, position for science and math, curriculum overview

Treasurer’s Report

As of 2/6/2023 bank balances are:

Operating account- $293.4k
New Building account- $841.9k
Total- $1,135k

The operating account is overstated as the most recent Give Butter account transfer went into the operating account instead of the new building account.

The month of January revenue included a large draw from the Department of Education grant as well as routine state and county funding. At the current pace, state revenues will have been consumed in April, meaning the operating account bank balance will drop in May and June as we close out the fiscal year.

Expenses were routine in January and remained on budget in all expense categories. The instructional supplies high expense reported in last month’s treasurer’s report turned out to be a miscoding issue. The expense has now been properly categorized as expenses related to fundraising. Our budget for contracted student services is almost fully consumed as we spent more heavily in the first half of the year.

For the month, revenue exceeded expenses by $8k for the operating account.

In this fiscal year $90k has been spent so far on the new building project, the biggest portion being engineering services related to design and architectural services.

Committee Reports

* Curriculum Committee update – Expanded committee to meet February 28 at 11:30. Mid-March teacher observations to be set. April and May will be surprise visits.
* Capital Campaign Committee Update – Duck Woods Women’s Association presentation: The group was very supportive. Many are former educators. Sun Realty donated $2500 and will visit the school for a handshake/photo opportunity. Invitation out to local businesses to host an event before April 10 for which 10% of revenue will be donated to the capital campaign, which has already generated support. Many businesses are reopening in March so plans will be finalized then. TowneBank has an outstanding pledge.
* Facilities Committee – Permit Application for new facility re-submitted to address comments from County on initial submission
* Grievance Committee – none

Public Comment - none

Meghan made a motion to adjourn the meeting. Susan seconded and all voted in favor. The meeting adjourned at 3:17pm.