Minutes for Wednesday, July 20, 2022

2pm via Zoom

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

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

Board action

* Approve June minutes – Susan made a motion to approve both public and closed session meeting minutes. Al seconded and all voted in favor.
* Face covering policy review – N/A
* Educational Leave review if any – N/A
* Meghan made a motion to approve binding coverage for Education Legal Liability. Al seconded and all voted in favor.
* Al made a motion to transfer $100,000 from the operating account to the building fund. Susan seconded and all voted in favor. (See Treasurer’s Report)

Director’s/Administrative Report

* Interview and hiring progress – Teacher Sonnenberg is not returning for the 2022-23 school year. Jess Kelly has been hired. This will be Teacher Kelly’s second year teaching, and first year in North Carolina. Three teachers will need mentors this year.
* Lottery movement – formerly #4 on the list has been called up. School is fully enrolled.
* SIP – Next meeting is at the end of July. The team has great ideas for inclusion/parent involvement.
* Back-to-School potluck – Scheduled for Friday, September 2.
* Yearbook – Has been published via Picaboo. Director Wolff sent out a link to families to order.
* Testing updates – Because Teacher Gill is now a beginning teacher, he should not be testing coordinator. Director Wolff will become Suzanne’s backup. There will be no WIDA this year.
* ESY updates – Teacher Voldish is at school with three students consistently and a fourth intermittently (rising 2nd, rising 4th, to rising 5th)
* PRC 182 Data/PRC 169 – no report
* Insurance audit renewal update—Included a question regarding whether the school has a policy specifically prohibiting corporal punishment. WEVS policy lists consequences, none of which include corporal punishment, but does not specifically state that corporal punishment is prohibited. That could easily be added, though its absence did not change the insurance policy or premium.
* BTSP—Three beginning teachers this year who will need mentors. Director Wolff is in touch with them weekly.
* Will use optional teacher work days as flex days. Any PD teachers get outside of normal calendar can be cashed in for OTW at the beginning and end of year.
* PD—Director Wolff is attending Responsive Classroom, which sold out before other teachers were able to sign up. Will sign up next year.
* Waiting on a proposal for Leela Heyder, who will come from lunch until the end of the day and incorporate her mindfulness curriculum into art and PE for the younger students to free up planning periods for teachers.
* Four 8th grade students will be in NC Virtual Public School for Spanish 1, Math 2, and American History.

Treasurer’s Report

June 30 marked the end of the fiscal year. The reports from Acadia are still considered preliminary, but nothing of substance should change.

2021-2022 was the highest revenue year ever, primarily from the fundraising efforts related to the new facility. County allocations were also higher than previous years.  
Total revenue was $732K, sourced as follows:  
State of NC : $360K  
Local           : $337K  ($179K of that was donations)  
Federal.       : $ 35K  
  
Expenses totaled $522K. Expense categories above $ 10K were:  
Teacher salaries and benefits : $393K (75% of the total - 13% under budget)  
Student Services: $27K  
Administrative Services (Acadia mostly) $22K  
Rent: $17K  
Technology: $ 17K  
Books and Supplies: $16K  
Expenses toward fundraising and the planned new building: $14K  
  
Came in under both original budget and adjusted budget - key reason was having one fewer teacher for half the year than planned in the original budget.  
  
For the year, there was a large surplus - $210K, but 85% of that was from fundraising success.  
  
The Operating account has sufficient funds for a $100K transfer to the new building account at this time and perhaps more at the end of the first quarter.

Committee Reports

* Curriculum Committee: none
* Capital Campaign Committee Update – Wayne and Betty Evans hosted an open house at the school and offered to match all donations received that day. Several local businesses donated, as well as some individuals. Clark Twiddy would like to give $100k and it would be great to get some of his peers to match. Open houses are happening.
* Facilities Committee –Dominion wouldn’t open a work order for electrical service to the new school facility based on a request from the engineer, so Al called Dominion and opened up a work order for 120/208V 3 phase underground service to Lot 37 Corolla Village Road. Work order number 105 578 50. Crenshaw Consulting Engineers and Design Development provided as contacts. Sewage – installation of a septic system on the lot is problematic given the space available so Al spoke to Rick Willis of Outer Banks Ventures (OBV) to confirm available capacity at the Corolla Light sanitary plant. The plant is owned by OBV but operated by Carolina Water Service. Al was able to obtain the agreement of Carolina Water Service as to daily flow which, per NC Administrative Code, is 850 gallons. Al will follow up with Rick Willis on the sewer connection fee. A lift station (pump) will be needed; Rick Willis suggested that Hadley Twiddy be contacted to see if she would be amenable to the school piggy-backing off of the Coastal Explorations lift station, assuming sufficient excess capacity. Al will contact Quible Engineering, who did the civil engineering work for Coastal Engineering to find out whether this might be feasible. Al recommended that Jim Sherrer of Design Development contact Mike Strader at Quible for the necessary civil engineering work (i.e., site development and lift station) for the school to connect to the sewer system.
* Grievance Committee – N/A
* School Improvement Planning (SIP) – none

New Business – none

Old Business – none

Public Comment – none

The meeting was adjourned at 2:46pm.