**Corolla Education Foundation**

**Board of Directors Meeting Minutes**

**June \_\_, 2018**

**County Satellite Office**

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**Meeting called to order** at 2:08pm

Present - Meghan Agresto, Al Marzetti, Bryan Daggett, Susan Taylor, Dee Werner in attendance; Frieda Harris, and Gerri Adams participated on phone. Karen Clark attended as a member of the public.

**Approval of May Minutes.** Susan Taylor moved to approve May minutes; Bryan Daggett seconded the motion. Minutes approved by unanimous vote.

**President’s Report**

Three applications for EC teacher’s aide position have been received thus far; applications will be accepted until June 22nd.  Meghan will try to schedule interviews the week of June 24, 2018 at the County Satellite Office.

WEVS Clothing Sales - all WEVS brand clothing has been distributed to families and board members who ordered pieces.  All seem happy with their orders.

End of Grade testing finished.  We had wonderful proctors; and enough tech to allow for simultaneous ELS testing for K-8..  (Teacher Wolf requested that, next year, ELA not be scheduled as the first test).  Overall testing went smoothly. No absentees so reported in at 100% tested!

CEF purchased a new computer for Teacher Sonnenberg,

Meghan Agresto met with Renee Dowdy, Assistant Superintendent for Currituck County Schools about accessibility as a resource for high school expansion.  She was kind and offered her help. She was principal of JP Knapp when it opened and learned a lot in the process.

2:26 Sylvia Wolff joined the meeting.

Meghan Agresto, Dee Werner, and Bryan Daggett met with teachers on the first Teacher Workday.  After discussion with the teachers it was decided that teacher workdays would be calendared for next yearto provide more structure.  They also discussed the possibility of lining up music assistants for next year, and consider paying on hourly basis.  Co-teaching plans and scheduling days so that all subjects lined up together was also discussed.  Consideration was also given to resources that could be provided to students who need extra help.  Gerri Adams suggested that teachers be assured time to plan together, as co-teaching is difficult if the teachers don’t have the opportunity to plan together.  Sylvia Wolff added that Sean Sonnenberg will support Sylvia for ELA and Sylvia will support Sean for math. Sean and Liz Fennimore will co-teach for Science.

Yearbook update - Sylvia sent in last round of pictures and Meghan working on putting it together on Shutterfly account with photos she took and that parents and teachers shared.

Deadline for EC grant is today (IDEA grant PRC060). Meghan published notice in newspaper as required but, to provide adequate time for public review and comment, had to request an extension of time for final grant submission..

**Treasurer’s Report**

Bryan Daggett gave a PowerPoint presentation to walk the Board through the draft budget that he had previously circulated by email..

While the draft budget is balanced, it does not include funds from REAP grant because Board had not yet received notification on application. Key items that could impact the budget are changes in student population, mix of students from Dare & Currituck and actual experience in expense items that deviates from budget projections based on past experience.  Acadia has requested that we provide a revised budget after first twenty days of the school year to reflect the actual number of students attending during the school year..

Al Marzetti moved to approve budget; Meghan Agresto seconded the motion. Budget approved by unanimous vote.

Bryan Daggett advised the Board that CEF’s funds in Town Bank now exceed the FDIC insurance limit.   Bryan moved that we open a new CD at First National Bank of P as they offer the best rate of the local banks and move $125,000 from the Towne Bank operating account to fund the CD. Dee Werner seconded the motion. Unanimous approval by board vote.

**Curriculum Committee Report**

Bryan reviewed the Math blitz he proposed at last board meeting to help students in preparation for the EOGs.  Two volunteers assisted Bryan.  It was recommended that, in the future, it be done earlier in the year and periodically throughout the year.

Bryan presented his detailed analysis of test scores for each student. Overall, this analysis showed remarkable improvement over the last five years.

NCEES - Susan Taylor stated that everything is complete once she enters summative evaluations.  Susan will follow-up with Sean to see whether he has Ellen’s review.

**Building Committee**

No new report

**Old Business**

–School Attorney. Given WEVS’ growth and the increasing complexity of the legal environment we are in, the Board previously agreed that it would be prudent if we established a relationship with a local attorney. Al Marzetti moved that CEF/WEVS engage Pat Hudspeth as attorney for CEF. Pat agreed to a 20% discount from his normal rates and did not require that CEF provide a retainer. Meghan Agresto seconded the motion.  Motion passed with unanimous vote.

**Teacher Update**

Graduation report - first 8th grade graduate; graduation went well; many community members attended; Phenomenal graduation project (“Slams and Jams” included community volleyball game, musical showcase, and jam session evening of May 25).

Liz Fennimore will be doing lemonade stand for ESY student this summer.  All students are invited to participate provided there is at least one other adult who agrees to care for them as Liz is teaching ESY.

Corolla Fire and Rescue Event - went well; CFR Cares - whole afternoon on bike safety. Impressive work and execution of planning!

Portfolio - Two students who passed portfolio but did not pass EOGs will be promoted based on having passed the portfolio. Liz submitted information on wiki.

IEP meetings for summer - Meghan Agresto suggested that Liz should put an agenda together for summer meetings.  Liz Fennimore stated a concern about 90 days ruling but any work done from this point on could get IEP meetings scheduled after start of school.

Teacher workdays - cleaning; Liz and Blair worked on setting up EC work space for next year; completed PDP; filed student records; met with board; moved books from dollhouse to shed; English Language (EL) survey; compiled data for Bryan; Sean putting in shelves.

3:43 Bryan Daggett moved to go into closed session to discuss employment contracts and year-end bonuses; Meghan Agresto seconded.  Motion passed with unanimous vote.

4:20pm Susan Taylor motioned to leave closed session and to adjourn meeting.  Al Marzetti seconded the motion.  Motion passed with unanimous vote.

**Meeting adjourned** at 4:20pm.