**Wednesday, September 6, 2017 2pm, Corolla Satellite Office**

**Annual Board of Directors Meeting**

**Meeting Called to Order at 2 p.m.** Meghan Agresto, Al Marzetti, Bryan Daggett, Susan Taylor and Pam Fearn in attendance. Frieda Harris and Dee Warner participated telephonically. A quorum was established.

**Board Action**

* **Approval of August Minutes.** Susan Taylor motioned to approve the minutes of the August board meeting; Bryan Daggett seconded the motion; all voted to approve.
* **Bylaws review**. Al Marzetti proposed the addition of a provision to the bylaws providing that WEVS does not discriminate on any basis, including race, ethnicity, national origin, gender, religion, sexual orientation or expression or disability for purposes of hiring and enrollment. After discussion, Meghan Agresto seconded the motion and all voted to approve adoption of bylaw amendment.
* **Amendment to Enrollment Policy**. Bryan Daggett moved to modify the policy regarding the acceptance policy such that, in the final week before the start of the school year, anyone on the waiting list must accept within 24 hours of being offered a spot or the open space will be offered to the next individual on the waiting list. Additionally, once the school year commences, WEVS may opt to cap enrollment at the level on the first day of school if the Board determines that keeping enrollment open would result in material disruption to WEVS. Al Marzetti seconded the motion. All voted to approve motion.
* WEVS’ consulting occupational therapist has recommended that, in light of our special needs aide’s pregnancy, we have appropriate overlap (2 months) ahead of the aide’s going out on maternity leave to provide for a smooth transition of EC services. Meghan Agresto moved that we hire a substitute at $15/hour starting in October on a part-time basis, moving to full-time as soon as reasonably practicable once we have a firm date for the aide’s departure on maternity leave. Pam Fearn seconded the motion. All voted to approve.
* **Board & Officer Elections**
  + **Board Elections.** Meghan Agresto’s and Bryan Daggett’s terms concluded and both indicated willingness to stand for another term. A vote was taken and the Board voted unanimously to re-elect Meghan and Bryan to another term.
  + **Election of Officers.** Bryan Daggett proposed the following officer slate for the upcoming year: Meghan Agresto, President; Al Marzetti, Vice President; Bryan Daggett, Treasurer; Pam Fearn, Secretary. Susan Taylor seconded the proposal. All voted in favor of the officer slate.

**Officer & Committee Reports**

* **President’s Report**: Meghan Agresto provided the following update:
  + Still awaiting word on whether REAP grant will be approved
  + Annual Accident Fund insurance audit completed
  + All pending contracts executed (SLP, testing)
  + Update of Employee Manuals completed and distributed to teachers
  + 2017-18 Enrollment is at 34 students after running through entire waiting list by 5pm the day before school started – all enrolled students present on first day of school
  + Second day of school missed due to inclement weather
  + Yearbooks distributed and payment collected
* **Treasurer Report** - Bryan Daggett provided the following report: $149K in operating account. $182K in CD’s. Unable to provide analysis as month-end data not yet provided by Acadia. Acadia proposed a fee of $975 to do the MD&A portion of the audit. Due to the expense, Bryan will prepare the MD&A again as soon as the preliminary audit is completed.
* **Curriculum Committee Report** - Dee Warner has met with Teacher Sonnenberg several times to discuss lesson plans, procedures, discipline (e.g., getting on top of student chitchat while he's teaching), and ideas for utilizing the room.  Dee observed him teach for an hour last week, and will be observing him again on Friday.  Thus far, Dee is very pleased with what she’s observed and that Sean was open to her suggestions when she met with him following the observations.  She has delivered write-up of the observations to Meghan and Susan. He has evidenced good, solid teaching, has the kids’ respect and gets along well with the other staff. Susan Taylor noted that we have to decide what to do with Sylvia and Marcy as far as observations. They are evaluated on Leadership and Standards of Content. An option is informal abbreviated, 20 minutes each, Standard 1 and Standard 4. Consensus of the Board was to proceed with Abbreviated, Informal observations for Sylvia and Marcy.

**New Business**

* + Discussion of High School Feasibility Presentation for Open House next week. Meghan will lead off and, due to Bryan being out of town, Al will handle the financial projections.

**Teacher Report**s – Sylvia Wolff provided an update covering technology, teacher work- day accomplishments and take-aways, managing classroom space, volunteers, and upcoming field trips

* Technology – paid for Canvas; using Google Classroom, making things a little more transparent;
* Teacher Workday - Teacher’s would prefer to not start school on a Monday, instead using the first Monday of the school year as a Teacher Workday.
* Classroom space division in Chapel going well with 6-8 kids.
* Volunteer program going well; 10 showed up for training; majority have been in the classroom thus far.
* Field trips – 2 upcoming; Teachers love Woodlawn trip because can hit Raleigh which has a new museum. Will probably make it 4th & 5th grades. Woodlawn plans full program. Intend to incorporate elements of camping and North Carolina. Ocracoke is also an option for every other year. Can include 3rd grade in Ocracoke trip.
* Archery – Liz F. is driving this. Training on 25th with Karen Clark.
* Volleyball - Bryan Daggett taking the lead on this
* Dropoffs - Would prefer that older kids be outside at the picnic tables – dropoff lane will be discontinued unless its raining. Dropoff will be at the fence on the Lighthouse side.
* Homeroom teacher – parents to text their homeroom teacher, not just Sylvia; homeroom teacher is the first block. In other words, if a student is going to be late, and Liz is their homeroom teacher, parent should text Liz, not Sylvia.
* Tardies – new process is going well. Message has got through to parents and has improved situation with a decrease in tardiness.
* Sharing the Load. Sylvia has delegated Library Liaison to Marcy who will handle the coordination with Penny Good.

**Public Comment –** No members of the public in attendance.

**Meeting Adjourned** at 4:30 on motion by Al Marzetti, second by Susan Taylor and all voting to adjourn.