**Minutes for Monthly Board Meeting**

**Wednesday January 10 – 2pm**

Via Zoom or in person at Corolla Library

In attendance: President Meghan Agresto, Secretary Allison Broughton, Al Marzetti, Susan Taylor, Wayne Evans. Executive-Director Sylvia Wolff. Members of the public: Erin Price and Karen Clark.

The meeting was called to order at 2:02pm. A quorum was established.

Board action

* Approve December minutes – Al made a motion to approve with edits. Wayne seconded and all voted in favor.
* Tech contract – Sylvia does a significant amount of tedious work each school year to maintain internet security. Recently the state sent a note that indicated that we have a Google security concern, which took the issue out of her area of expertise. Bringing in a tech company will ensure an appropriate level of security and that tech is installed correctly in the new building. The contract is $500/mo and on a month-to-month basis. Al made a motion to approve the contract. Wayne seconded and all voted favor.
* Psych contract – Sylvia has found someone nearby who offers psych services. She is licensed and formerly worked full-time for Dare County providing psych services, including testing. Hoping to have contract details finalized tomorrow.

Board President/Director’s Update

* + Enrollment/attendance update-
    - * Letters out (3+ absences) – Letters sent to six families. All have informed staff of the absences; they just don’t meet criteria for excused absences.
      * Eight people have signed up for lottery: (Note: no advertising campaign has started. Sylvia and SIP team are working on strategy.)
        + 5 K, 1 first, 2 7th.
        + 3 graduating; already 2 open spots,
  + Annual mailout- $35k+ with checks still trickling in
  + HB 49 document has been posted on website under parent resources – Had to be posted by January 1, and it was.
  + Personnel – sick days/professional development/volunteer report-
    - Licensure update- Teacher Gill still pending. Teacher Kelly is applying for K-12 licensure after passing the math praxis. Sylvia will be attending a 4-day MTSS intensive training in Cullowhee at the end of the month as part of our strategic plan for tiered interventions.
    - Update on psych contract – see above
    - Bonus info was passed on to Dori and Acadia
  + Innovative Involvements: Projects/Field Trips/Daily Operations
    - Future City competition on Saturday, January 20. This is a roughly two-month project for students, in which they build a model city that includes sustainable elements.
    - Field trip to Jennette’s Pier next month
    - A parent has helped to coordinate a service day on MLK day. Room at the Inn will visit and students will participate in four stations to help.
    - First remote learning day of the year happened yesterday and went smoothly. Sylvia was very proud of teachers and students for their participation. They only had core classes yesterday but will include electives in any future remote learning days.
  + Data, Grants, Testing and Reports
    - ISIP reports – iStation reading and math monthly data trending set. WEVS again does not have enough student test-takers to receive a letter grade for the year, but could next year.
  + Storage unit rented (on Liberty Drive) and filled with thousands of dollars worth of furniture for the new school building. Sylvia was able to obtain from Pasquotank County: desks, chairs, bookcases, teacher desks, and science tables and chairs. A huge thank you to Bob Gebhart and Aaron Wolff for assisting in the two-day process of retrieving it all and moving it into storage.

Treasurer’s Report

We are halfway through the fiscal year. For the month of December, expenses were greater than revenue by about $30k. The state draw of funds was less than the year-to-date average and county funds were only received for one student this past month (Pasquotank county - $185). Dare and Currituck counties are both significantly behind in sending the per student money they owe. Strong fundraising donations ($23k) for the new school were credited to the account in December. Monthly expenses weren't unusually high, with the exception of catch-up rent payments for the schoolhouse and a technical equipment expense that put us over budget for the year and will need to be researched.

For the first half of the fiscal year, 72% of state funds have been consumed, which means we will see a major drop in the operating account during April, May, and June. Conversely, only 20% of the monies expected from the counties has been deposited. We are behind pace in using the federal funds allocated to us, so we need to address that in this fiscal quarter. Salary & Benefit spending, which is over 70% of spending, is 3% below budget YTD. Contracted student services is also below budget.

Fundraising for the new school building has been quite robust YTD with over $325k plus a rather strong January expected due to our calendar year end solicitation.

As of Jan 9th, the Operating account has $132.5k. The new building savings account has $266k, and the CDs held for the new building construction total $1,021k for total liquid assets of $1.42 million. A CD maturing next week and most of that money will move into the new building savings account in order to make construction progress payments. A small portion will be rolled over into a new short-term CD in order to align with payment needs.

Committee Reports-

* Curriculum Committee update – Susan is trying to get NCEES website information updated but will need help from teachers and Sylvia in completing tasks. The website is not user friendly so difficulties in moving forward are routine and usually the result of something as simple as a missed checkbox.
* Capital Campaign Committee Update – Will meet next week.
* Facilities Committee – Wayne settled everything with Johnson Control/Simplex. The last invoice was credited and all contracts were nullified. Joe Saffer has things ordered and will arrive in a couple of weeks. Committee will meet at 11am tomorrow.
* School Improvement Plan Committee- Didn’t meet in December, just worked to fundraise. $4,404 in cash was raised from the open houses. Special thanks to Kathy Scott, Leanne Gebhart, and Francesca Carregal, who worked hard every single week to make the Christmas in Corolla open houses and fundraising happen.
* Grievance Committee – n/a

Public comment – n/a

The meeting was adjourned at 2:56pm.