Agenda for Wednesday, June 9, 2021 - Wednesday

2pm, Virtual Meeting

In attendance: President Meghan Agresto, VP Al Marzetti, Treasurer Bryan Daggett, Secretary Allison Broughton, Susan Taylor, Gerri Adams, Frieda Harris. Teacher-Admin Sylvia Wolff. Members of the public: Amy Boutin, Erin Price, Annette Bailey.

The meeting was called to order at 2:06pm. A quorum was established

Board action

* Approve May minutes – Bryan made a motion to approve the May meeting minutes. Al seconded, and all voted in favor.
* Authorizing signers for brokerage accounts/selling of stocks if/when donated after acknowledging donation- Bryan is in the process of setting up a brokerage account at TowneBank that will allow people to donate to the capital campaign in the form of securities. Those donations would immediately be sold and cash would be put toward the capital campaign (standard process for non-profits). Donors don’t have to pay capital gains tax and can take the full amount as a tax deduction. Al made a motion for Bryan and Meghan to be signers on the brokerage account. Frieda seconded, and all voted in favor.
* Review end of year unlawful absences—n/a this year
* Testing, Speech, Cleaning, Social Emotional, Psych Contracts (Closed session)
* Discuss/action plan opening schoolhouse for visitation/fundraising this summer – calendar
* Discuss zoom/in person meetings for school for upcoming year – Virtual meetings allow for easier parent/public attendance. By-laws may need to be amended to allow for continued Zoom meetings to the extent allowed under the applicable provisions of the North Carolina Non-Profit Corporations Act.

President’s Report

* Hiring mental health professional – In conversation with a highly-recommended professional counselor based in Kill Devil Hills. She is very busy but has not turned the position down. Currently discussing hours per week/month and pay rate.
* Waiting list update – There has been no movement on the wait list from lottery day. Receiving communication from people who are moving into their Corolla vacation homes. Meghan has been calling those who reach out to discuss the situation. There are 25+ students on the wait list.
* A fire inspection was conducted and the form was scanned and uploaded to Epicenter, the monthly charter school management database
* Hiring Update – Melissa Kite has accepted the teaching position. She is credentialed in K-6 ELA and is willing to take the middle school Praxis this summer. Her contract should stipulate that the first attempt at the Praxis should be made prior to the Teacher Work Week for the 2021-22 School Year.
* ESY update and EPPs that go along with it – Three middle school students are doing ESY (extended school year summer program). Three rising 4th graders who demonstrated proficiency on Portfolio but not iStation lexile have been identified. Two second graders have been identified as below proficiency. ESY will consist of 45-minute sessions, two days per week with either Teacher-Admin Wolff or Teacher Fennimore.
* MCNC (the people who control our router) coming on 6/17 at 6pm to swap router at Schoolhouse.

Treasurer’s Report

For May, revenue was $5k more than expenses which leaves CEF with a year-to-date surplus of $78k. That number is projected to fall by about $25k in June as revenue decreases and expenses see a significant increase (due to incentive compensation for teachers). The funds received from the state were exhausted in May as the last $36k allocated to the school came in. REAP grant funds are also now fully spent. This is normal as fiscal year-end approaches. There is about $2,500 in unspent COVID-related funds that will likely remain unspent in June. There is also about $9,000 in supplemental instructional services funds available, which may carry over into next fiscal year.

              Expenses in May were in line with expectations with the exception of a security monitoring charge of $5k that needs additional research.

For the last month of the fiscal year, some local funds (from both Currituck and Dare Countys) are anticipated that will reduce the monthly deficit for June.

  The Board-approved budget from May’s meeting was accepted by the North Carolina Office of Charter Schools.

Bryan made a motion to move $10,000 from the operating account to the capital campaign account for the first capital campaign-related expenditures. Susan seconded, and all voted in favor.

Committee Reports

* Curriculum – Teacher evaluations for the year are completed. All are on NCEES. Teachers need to acknowledge the evaluations in the system and then they will be locked for the year. Teacher Moore would like to serve as the mentor for beginning teacher next year.
* Capital Campaign – RFP (request for proposal) was sent to three architectural design firms with the request that they respond by the end of June. Al and Bryan had a Zoom meeting with a firm in Raleigh that has done work with charter schools, churches, and other non-profits. Capital campaign plan- Large donations are the crux and should be solicited first with one-on-one interactions through personal connections. Pledge matching is a good strategy. May be beneficial to approach local generous donors first and let them help guide what can reasonably be expected in funds raised. Building could be done with $700k raised and construction loan to be serviced by reserves, but raising more would be better. The fundraising consultant working with CEF had advised that capital campaigns work, but debt reduction campaigns do not. 100% board support is required, and parents will be approached to engage in fundraising as well.

New Business - none

Old Business - none

Teachers/Admin update

* Summer School plans/ESY- see President’s Report
* Graduation update- Finalizing details for ceremony in one week. Meghan will speak to capital campaign. Teacher Moore is inviting families over for a pool party after graduation.
* Yearbook – Teacher-Admin Wolff will send the Shutterfly link to parents when it is finished to order printed copies if they would like.
* EOGs – Going well. Some scheduling changes were necessary, but all are on track to be completed on schedule.
* Storage at the chapel – can store desks, tables, chairs, but not supplies. Supplies will be moved to dollhouse following a clean-out of paper items that are not being used. Teachers will clean out dollhouse and move supplies during teacher work day the day after school lets out. Moving help may be needed on 6/18.
* EC – Teacher Fennimore’s workload should remain stable in upcoming school year as some EC students graduate and some new students enter the system.
* Portfolio – All third graders successfully completed portfolio.
* Survey – Received 24 responses to the anonymous parent survey. Some parents report being unaware of public board meetings and who their SIP representative is. Parents report considerable uncertainty regarding high school when their children reach that age. Most parents agree that WEVS is reaching its mission. Most also report that their children look forward to going to school and enjoy their time at school. Great comments and good quotes. Responses were mainly positive. A similar survey will go to students this week.
* Field trips – Kayaking trip with Coastal Exploration was pure joy. Everyone had fun—teachers, students, parents, and guides. Ropes course trip is Tuesday next week.

Public Comment – none

Meghan made a motion to enter Closed Session to discuss Contracts and Bonuses, and Gerri seconded. All voted to move into Closed Session.

After exiting Closed Session, Meghan made a motion to adjourn. Susan seconded, and all voted in favor. The meeting was adjourned at 4:06pm.