Corolla Education Foundation Board Meeting

August 8, 2018

Present: President Meghan Agresto, Vice President Al Marzetti, Susan Taylor, Secretary Dee Werner, Karen Clark (public), Sylvia Wolff (teacher)

Called to order 2:08pm by Meghan Agresto, President.

Susan Taylor motioned to approve July minutes; Al Marzetti seconded the motion. The motion passed with unanimous approval

**New Business/Action:**

The board discussed additions to the Employee Manual - Susan Taylor questioned where beginning teacher support plan falls into it. Board discussed the appropriate placement of the beginning teacher plan. Sylvia Wolff mentioned that she wants new teachers to visit other schools as part of the Beginning Teacher plan.

Teacher of the Year nomination - The board discussed the merits of nominating Sylvia Wolff for this honor. Board also discussed the idea of requiring teachers to keep a yearly portfolio, so they all have info readily available for such nominations or other events which may require one (presenting at conferences, etc.)

The board discussed professional development and how teachers can meet continuing ed requirements. Curriculum Committee needs to check on how many CEUs needed. Susan Taylor and Dee Werner were asked to find out this information. Meghan asked Curriculum Committee to meet with teachers during staff development week.

Bylaws - Al Marzetti stated that we need to restate some bylaws and make some amendments. Discussed conflict of interest concept and nepotism policy. Al suggested that we table this until the annual meeting for board to consider topics more.

**President Report**

Sylvia Wolff kept teacher meetings going throughout the summer.

WEVS enrollment lost a student. New fourth grader added from lottery list.

NC Digital Inventory - Meghan Agresto and Sylvia Wolff working on this project. Parent Mike Duman is helping complete inventory.

Substitute teachers - Marcy Moore would like subs who have spent at least four hours in her classroom before they work in her classroom.

**Treasurer’s report** -

TowneBank operating account: $50,000 at end of July, $2000 more than we had at the end of June.

$47,487 as of August 8th meeting.

TowneBank CD accounts $245,000

First National CD $125,000

No report from Acadia Northstar yet for July, so no analysis to report.

**Curriculum Committee Report**

Beginning Employee information is in employee manual. Sylvia Wolff will take over the BT plan - issues with getting all teachers to sign off on plans. Sylvia will help monitoring teachers. Sylvia wanted to add mandatory observations in another school to the BT support plan. Susan will send change to Sonja Reinhardt when change is put in Employee Manual. (First ten days is PDP - Professional Development Plan). Sylvia will take over PDP sign-off. Dee Werner needs her own ID for NCEES for back-up evaluator. Dee and Susan will do evaluations together and will input info in NCEES together. (NC Effective Educator System)

Meghan will inform Julie Allen that she will receive Performance Appraisal. She will receive feedback from Liz Fennimore; discussed the board doing TA observation - obligation to do due diligence to provide feedback for her. Suggest that Liz Fennimore has a mentor who is in special education.

Sylvia Wolff is going to suggest to Liz to include a Special Ed goal on her PDP. Three students identified as possible IEP candidates.

Liz going to Special Ed conference. She will help Julie as needed.

Susan Taylor would like a specific place for lesson plans on Dropbox. Susan expressed concern of finding lesson plans during co-teaching. Sylvia will discuss lesson plans during PDP development day.

3:35pm - Karen Clark left meeting.

**Teacher Update:**

Theme for the Project Based Learning year - Trip Around the Sun, Quarters: rocket building; scientists wax museum; greenhouse; Lego Man – in tandem with School NEAAAT - Lego kit or spiros

Lemonade stand - one more left for the season. Teacher needs to submit hours. Teachers want to start a glass greenhouse. Sharon Twiddy needs to approve.

Schedule was sent in an email by Sylvia. Meghan was concerned about co-teaching planning time. Sylvia stated they aren’t co-planning because of one teacher teaching; the other teacher is support. Also, Monday PLC will be planning time.

CIP - Continuous Improvement Plan drafted

Facilities - Sylvia asked about status of new building. Board is still waiting for architect plan and Twiddy’s input. Board will continue looking at plan.

Al Marzetti motioned to adjourn meeting. Susan Taylor seconded it. Meeting adjourned at 4:02pm.