Corolla Education Foundation

Minutes for February 2019 Board of Directors Meeting

2-4pm p.m.

Corolla County Satellite Office

Members present:  Meghan Agresto, President, Al Marzetti, Vice President, Bryan Daggett, Treasurer, and Susan Taylor; Gerri Adams; by phone – Dee Werner and Frieda Harris; Liz Fennimore, teacher

* President Agresto called meeting called to Order at 2pm - Quorum established.
* Board Approved Minutes of Prior Board Meeting – December and January – Gerri moved, Bryan seconded
* President’s Report
* Our Reinstated Bylaws (2014) and subsequent amendments were filed successfully with office of Charter Schools – we had communicated with them in years past about these as we adopted them but they didn’t get appropriately filed on their end until January.
* Lottery update: 4 families with 8 students currently on lottery list; have received phone calls or given tours to 3 more (single student families) – Drawing will be held in the public Corolla library at noon on Friday, March 8.
* January’s Performance Review to the State included a draft of our Employee Grievance Policy
* Tax forms distributed to employees and contract workers, addresses updated with Acadia beforehand
* WIDA testing successfully administered (to EL students) – 4 students – Jack Guard of Southern Shores gets big thanks for dedicated proctoring help to WEVS over the years, including hours of WIDA online training
* Cursive/multiplication survey complete (Wolff)
* Rosetta Stone teacher training – delayed for day with no power/internet in Village
* Unlawful absences letters sent out: next year will review with families the difference between sending a note in and having an absence be excused (what makes an absence lawful is in our parent manual as well as in letters sent home); teachers to speak with/have spoken with families excessive absences, excused or not. Board alerted to cases of 10+ unexcused or 20+ absences.
* REAP/SRSA grant opening – CEF will again apply for REAP grant for teacher’s aide position
* School Report Card release – delayed again per State due to Hurricane Florence school’s data delay
* Treasurer’s Report - January expenses were a little below our YTD average and we recorded some additional donations resulting in a monthly surplus of $5902. WEVS remains on or better than budget in all expense categories. TowneBank is transitioning 1/13/19 (today) to new business banking system and we're up and running. Operating account balance is $131,165 and our overall funds are $504,000 - our first time being in excess of a half a million dollars. Our largest CD at TowneBank matured 1/12/19. Board expressed its thanks to Bryan for figuring out TowneBank’s new website which was a difficult set-up process and may be no better for our needs.
* Curriculum Committee Report – Susan reported that she had an unannounced observation of Liz who did great. Next month she’ll do scheduled observations of Liz and Sean. Soon she will drop on both Marcy and Sylvia. On April 1st teacher review of PD
* Building committee Bryan spoke to Pastor Jim. Chapel is moving forward with building on to the chapel; they will start fundraising first half of this year. Their primary fundraising folks aren’t locals so that wouldn’t be competition with us if we decide to fundraise for building. Meghan asked board to consider ideas of how school might use the Lighthouse’s boatshed, which should be empty within the next year or so, for educational purposes.
* Old Business
  + WEVS has new person contract for psych testing who is available to come to the classroom for observations: Angela Speck, Ed.S., LPA, HSP-PA
  + Donor tiles – waiting on one better logo from a $1,000 donor to do next round of ordering but Bryan will hang others in the meantime
* New Business
  + Grievance policy and sub-committee creation – Al moved that we adopt current draft of the Employee Grievance Policy and Susan seconded the motion, all were in favor. Al made Motion to have Dee, Gerri, Susan on the sub-committee, Bryan seconds, motion passed.
  + CD maturation and reinvestment – discussion on whether 33 month is too long for the reinvestment of the CD we have that just matured should we want to build. If we build we’ll want to keep a reserve of $200K. Susan motioned to transfer the money to first National and set up a series of laddered CDs. Gerri seconds. Motion passes.
  + Djembe drums – David L. Marzetti Memorial Music Trust Fund donated djembe drums to WEVS years ago. Now we don’t use most of them and they’re taking up space in chapel attic. Al moved that we donate some to the Raleigh Community School’s music program, also supported by the Marzetti Fund. Meghan seconded. Motion passed without objection. WEVS does use some and will keep a few.
* Teacher Update
  + Field trip updates – Older kids field trip planned for DC April 29-May 1 – planning ongoing on camping, places to visit.
  + Project updates – last quarter’s project was water filtration and conservation: filtered tap water from Carova, “swamp” water from the sound, etc; this semester focused on building houses, solar/wind; Gerri suggested talking to Greg Wilson and field trip to his “off the grid” home up the beach.
  + Concerns – discussion on families opting out of skillstreaming (our purchased social emotional curriculum) health small group instruction. To miss instruction while present you must have doctors note or accommodation. Meghan will draft letter.
  + PLC – continue to be a success, Liz adds that she appreciates the brainstorming on what’s working with different students
  + No educational leave forms for board signature; Liz reports that classroom aide has developed a calendar for educational leave requests and trips.
* 4:00 Public Comment – no members of the public present