Agenda for Wednesday August 10, 2022

2pm via Zoom

In attendance: President Meghan Agresto, Treasurer Bryan Daggett, Secretary Allison Broughton, Susan Taylor, Frieda Harris, Marcy Moore. Executive Director Sylvia Wolff. Members of the public: Karen Clark.

The meeting was called to order at 2:05pm. A quorum was established.

Board action

* Approve July minutes – Meghan made a motion to approve July meeting minutes with Al’s edits. Susan seconded and all voted in favor.
* Masking flow chart– Sylvia’s recommendation with flow charts available: not going back to county red/yellow/green system officially but will encourage masking indoors when either Dare or Currituck are red. Encouraging participation in weekly testing. Will follow CDC guidelines for close contact school recommendations (depends on indoor/out, vaccine status, positive testing, etc.), which are posted on our website. Susan made a motion to approve the guidelines with the amendment: If/when there is a positive case within school, the entire cohort and all teachers will need to mask for 10 days. Bryan seconded and all voted in favor.
* Employee policy discussion on Director Wolff’s recommendations for following sick/personal days—Changes: Implementing the use of a digital form for sick/personal/unpaid personal/FMLA. Requests for personal leave must be made at least five days in advance and should come as soon as possible. Bryan made a motion to approve the policy changes. Marcy seconded and all voted in favor. After using three personal leave days, requests for additional days must be made to the Board. Director Wolff will research leave policies at other schools (i.e. caps to leave accrual, retirement payouts).
* WEVS parent manual updates: Educational leave policy—no more than eight days per year, and no more than five days may be taken together. Unexcused absences will count against the eight days. Remote learning plan added. Addition of the words “distribution, exchange, sale or use” of prohibited substances. Susan made a motion to approve parent manual changes. Meghan seconded and all voted in favor.
* Quote for Social Emotional services from Leela Heyder/Calm Mind Kind Hearts to come one day a week for lunch bunch, mindfulness, art, and PE (mindful movement): Request introduction workshop be a teacher training instead and request that she attend beginning of school potluck to be introduced to parents. Meghan made a motion to approve the Calm Mind Kind Hearts proposal with requested changes, for one semester. Bryan seconded and all voted in favor.

Director’s Update

* Have been listed as In Memory donations for several community members.
* Lottery movement – One withdrawal—a student headed to Montessori for grades 7-12, which opened for a rising second grader. Another student’s family is relocating but has not withdrawn yet, but likely will by next week. If so, a spot will open for a second sibling.
* SIP—Prepping for September election. Would like to start getting one goal on the agenda each month.
* Upcoming events—Back to school teacher work weeks 8/22-8/31, Potluck 9/2
* ESY update – Teacher Voldish worked with three students and feels good about the work done
* Fire Inspection – Johnson Controls – fire alarms and fire extinguishers – passed (in Dropbox, CEF>Facilities)
* Teachers and Professional Development upcoming – Teacher Voldish and Executive Director Wolff are taking a four day training for Responsive Classroom: comes with pillars and layout of the day (ex: morning meeting with topics and language for consistent language when discussing behavioral concerns); Teachers Kelly, Gill, and Allen are taking Fundations. Teacher Gill will specialize in elementary literature for his residency license.

Treasurer’s Report

* As of 8/8/22 account balances—Operating account: $218,992. New Building Account: $675,390. Total: $894K.
* July saw a deficit of about $30k because no revenue was received from the state, county, or federal governments. This is not unusual and is typically not an issue past the first month of each fiscal year. Expenditures were as expected.
* The final reconciled numbers from the ’21-’22 fiscal year are in. The audit process is beginning. There were no significant changes from the numbers reported last month.
* 75% of expenditures are directly teacher compensation and benefits
* The money received from the state and counties (per student allocations mostly) in ’21-’22 was enough to cover full expenses. Federal money and donations allowed a surplus to grow, which we are appropriating to the new building account.
* The intention is to retain an operating account of $200-300k through the year, providing a safety buffer for unplanned items. As the surplus builds above that level we will move funds to the new building account as we continue the capital campaign.

Committee Reports

* Curriculum Committee: none
* Capital Campaign Committee Update – meets weekly, Open Houses are finished and made about $100 per day, raffles, outstanding asks—Inn at Corolla Light, FLOBX, Turnpike properties, Director Wolff is getting a grant application out (through SECU). Have raised close to $1million.
* Facilities Committee – Architectural plans will be done in the next week or so. Hopeful that groundbreaking will occur in October. Letter to homeowners about covenant change went out early August.
* Grievance Committee – N/A

 New Business – none

 Old Business – none

 Public Comment – none

 The meeting was adjourned at 3:58pm.