Minutes for Wednesday, April 14, 2021

2pm, Virtual Meeting

In attendance: President Meghan Agresto, VP Al Marzetti, Treasurer Bryan Daggett, Secretary Allison Broughton, Susan Taylor, Gerri Adams, Frieda Harris, Member of the Public: Karen Clark

The meeting was called to order at 2:03pm. A quorum was established.

Board action

* Approve March Minutes- Gerri moved to approve the March meeting minutes. Susan seconded, and all voted in favor.
* New Public Records Requests – repeated requests from Paul at NC Open the Books. Information has been requested in the past. Following a recent request, Edith from Acadia advised that we should check with our attorney. Info requested is clearly considered public records so CEF will provide the information.
* Open up Guidance Counselor (or psychologist or social worker) position: “Funds shall be used to employ or contract with fully and/or provisionally licensed specialized instructional support personnel to provide physical and mental health supports to students, and to provide assistance to teachers and instructional staff in providing the most supportive instructional environment to students who may be experiencing extra needs in response to the COVID era. This will occur specifically in the form of leading the weekly social-emotional curriculum instruction for all grades, and in the form of leading professional development monthly in teacher Peer Learning Community meetings. This position may also lead impromptu group or individual get-togethers (such as a lunch bunch or buddy meet up) to provide extra support to students who may need extra social-emotional support. This may occur for both in-person and virtual students. This position will also assist teachers and admin in assembling resources for COVID-era related needs and social-emotional impacts for both students and family units. This person shall be licensed as a counselor.” Language from grant, which was approved for PRC 169, CEF has now received $9,600 which needs to be spent on this support position in the next 18 months or returned. Board agrees that we should solicit candidates for this position.
* Kat Fretwell Tuition—Teacher Fretwell is working on her Master’s Degree in Education through Liberty University. Board agrees that, under our Educational Assistance Policy, up to $5,000 of Kat’s tuition costs are reimbursable. Meghan will submit the receipts provided by Kat to Dori so the reimbursement check can be issued.

President’s Report

* Waiting list update – no movement from Lottery Day, while waitlist continues to expand (conversations with families or signed up already: 5 additional students). 18 or 19 waitlisted students already remain from the Lottery Day list.
* PRC 169 -  see above
* Small change made in job listing released—Teacher Fennimore said she would take Praxis in ELA and/or History if a new hire had EC credential so the job listing was changed to reflect ELA/History/EC credential.
* Epicenter update – We have confirmed that required Health and Fire Inspections have been completed and have also verified that there has been no changes to CEF’s Grievance Policy.
* Acadia contracts were signed.
* Testing – Setting the testing calendar with accommodations is difficult. Meghan spoke with Towne Bank to see if testing could occur at their empty Corolla branch, but the building will not meet testing guidelines.

Treasurer’s Report

* Budget planning – First draft of the budget is completed. With state and federal funding, if expenses are at the high end of projections, $45k will have to be appropriated from the general fund to reach a balanced budget. The vote on next year’s budget will occur at the May board meeting. Bonuses are back in the budget. They had been removed last year when state and federal funding was in question due to Covid.
* The end of March marked the conclusion of the third quarter fiscally, so the year is 75% completed.
* Year to date expenses are $330K, 13% lower than year to date revenue as the current surplus is $50K. Our draw of state funds will be lower in June as will have used all the funds available to us. The surplus will also be reduced as we pay incentive bonuses to teachers / aides. Contracted student services (e.g. psychological services, speech, guidance services) remain far below what we budgeted accounting for about a third of the surplus.
* For the month of March, revenue was $35K and expenses were $32K, which added $3K to the surplus. There weren’t any unusual expenses.
* Financial assets totaled $619K as of the end of March. $275K of that is in the Operating account.

Committee Reports

* Curriculum- Susan observed Teachers Sonnenberg, Fennimore, Moore, and Wolff in late March and has given all their evaluation paperwork.
* Building - Capital Campaign Planning – The committee will meet with Clark Twiddy on Friday to secure a written document of understanding re: the land lease and specific terms. Bryan and Meghan will meet tomorrow to move on capital campaign goals of collecting student, parent interviews to highlight the success of the school and potential for expansion.
* Grievance – Al and Meghan recently sat in on a parent meeting, which went well. The parent does not wish to engage the grievance process. Plans were put in place to address the issue and have been implemented.

New Business

* Plan for hiring—Four applicants, good skill set matches. Bryan will conduct interviews to discuss logistics of WEVS and living/working in Corolla. Will plan board interviews from there—Skype or Zoom and then invite top two candidates for in-person interviews.
* Discuss securing residential rental property via long term lease to attract future teaching candidates. The new owner of the former Corolla Classic Vacations building plans to turn the upstairs units back into living spaces if he can obtain the requisite Planning Department approvals. Al will contact him to see if there is a possibility that school could lease a unit. Gerri will reach out to a contact with a recently vacated condo in Monterey Pines.
* Do we need to be discussing summer school/Jumpstart hours again? Awaiting information from Edith at Acadia re: funds.

Old Business – none

Teacher/ Teacher/Admin update

* Back to in-person for all students on Tuesday, April 6 with virtual option – Teachers are happy to return to whole school activities, which are part of the magic of WEVS. Five students remain virtual but one family is due to return this week.
* Check-ins – The third round of check-ins just began and will continue into next week.
* Safety Plan meeting – Meghan and Teacher-Admin Wolff have been granted administrative rights to the state portal. Teacher-Admin Wolff met with the Jarvisburg safety plan coordinator to discuss safety plan and mental health plan.
* New goings-on – incubation, fire drills—The speaker on the fire alarm was recently replaced. The fire drill last week included a tour of a Fire Engine by Currituck County Fire Department, but will plan for another next week because students were unsettled by the volume of the alarm. The The Fire Chief recommended more frequent fire drills because the students did not seem to understand that they needed to evacuate the schoolhouse immediately. Students will be hatching eggs and butterflies in the coming weeks. Older students will be responsible for turning the eggs.
* Aviation Art results – WEVS had a semi-finalist in the contest for “sports in the air.”
* Report cards come out tomorrow. Conferences will be next week.
* SIP meeting suggested for this week

Public Comment – none

Bryan made a motion to adjourn the meeting. Susan seconded and all voted in favor. The meeting was adjourned at 3:28pm.