Minutes for Wednesday, May 12, 2021

2pm, Virtual Meeting

In attendance: VP Al Marzetti, Treasurer Bryan Daggett, Secretary Allison Broughton, Gerri Adams, Susan Taylor, Frieda Harris. Members of the public: Karen Clark, Erin Price.

Meeting to Order – Al called the meeting to order at 2:00pm. A quorum was established.

Board action

* Approve April minutes- Gerri made a motion to approve the April minutes, Susan seconded and all voted in favor.
* Approve calendar changes –The board approved the final school calendar as amended on 4/28.
* Vote on: Paying for full service ($625) solution to staying compliant with 1095-B filings: Bryan made a motion to purchase the 1095B full-service solution from the state for $625. Susan seconded and all voted in favor.

President’s Report

* Hiring mental health professional – in email exchange with highly recommended professional counselor from KDH
* Waiting list update – no movement from lottery day, 4 children have joined list since last meeting
* Background check on volunteer from resumes/resumes (passed)
* IDEA grant started – public notice sent to newspapers re: annual review
* Plan A for reopening updated and shared with health department (Wolff)
* LIEP 21-22 submitted unchanged
* Updated annual re-registration for SAM.gov (necessary because we apply for federal grants)
* Fire Inspection planned for May 18th
* Hiring Update (Daggett) – It is down to one strong candidate for the teaching position, following a Zoom interview. She is aware that she is the leading candidate and is very interested but is concerned about relocating. Some of her references have been called but she has held back her primary reference until she is sure the move will work for her.
* The fire chief recommends a monthly fire drill for students.

 Treasurer’s Report

April is month 10 of the fiscal year and CEF remains in strong financial shape. Local revenues were higher than past months as county funds arrived ($16K from Currituck county and $6K more from Dare). Expenses stayed consistent with year-to-date average except for staff development where tuition reimbursement led to increased spending.

The year to date surplus to a sizable jump (+$23K) in April due to the higher local revenue and now stands at $ 73K.

At the end of April there is $642K in the banks.

About 90% of the COVID relief funds allocated to the school have been spent. A couple of thousand may remain unspent as there is not sufficient need in all areas. The remainder of the DOE-341 money (REAP grant) will be spent by the end of May, as will the remaining money from the state (charter school funds) in May, so June will likely see a small deficit.

* Budget discussion- Line items remain consistent year-to-year. Teacher compensation and benefits account for 80% of budget spending. Other significant line items include Acadia (accounting), the yearly audit, computers/tech/software. Bryan made a motion to approve the 2021-2022 budget as presented. Susan seconded, and all voted in favor.

Committee Reports

* Curriculum – Susan is working on final summative evaluations. Requesting feedback from board members and/or parents who are in the school since she wasn’t there in person as much this year. She will request feedback from Teacher Moore for Teacher Fretwell.
* Building – Meghan and Bryan met with Clark Twiddy re: land donation. The Twiddy family will offer a long-term lease at a favorable rate to the school for the land adjacent to the schoolhouse. There is no finalized document yet, but terms have been agreed upon. Clark also offered a number of contacts for the capital campaign. A first draft of the capital campaign materials has been completed. Bryan and Al have had two meetings with an architect in Kitty Hawk who has done a building in Corolla that is similar in aesthetic. No architect has been selected for the job yet. The Kitty Hawk firm has experience in Corolla, but not with schools. Design Development Architects from Raleigh has experience with charter schools. The Corolla Village Plan was going to make the road in front of the school one-way—this would allow for drop-off without a driveway. The architect spoke with the county but could not confirm that the plan would be executed. A one-way street would allow for more school building space without the need for a driveway. Jennie Turner, Currituck County Planner, is most familiar with the plan so she will be contacted directly for information.
* The capital campaign now has an expense account set up. Bryan is working with Acadia to ensure that all capital campaign spending remains transparent.
* Board members should be prepared to donate financially to the capital campaign to demonstrate 100% board support for the project.

New Business

* Summer school/Jumpstart/ESY hours obligations and plans (Wolff to lead)- WEVS is not required to host a summer school. The use of PRC funds for summer programs requires extensive reporting and 72 hours of programming. Will offer ESY (extended school year) for IEP students, which must be administered by an EC teacher, as well as a summer reading program for any student not demonstrating proficiency. The tentative schedule will be twice a week for six weeks. Teacher-Admin Wolff will submit a budget by June 1 for board approval.

 Old Business - none

Teacher/ Teacher/Admin update

* Check-ins – no surprises. Three students need reading remediation.
* Updates: incubation, fire drills – Students recently hatched chicks and butterflies. Will schedule another fire drill soon for practice.
* Graduation update – Graduation will be June 16. Working on details.
* Tomorrow may be a virtual day due to gas shortage.

Public Comment - none

Closed session

Contracts, Bonuses

Al made a motion to adjourn the meeting. Susan seconded and all voted in favor. The meeting was adjourned at 4:16pm.