Minutes for Wednesday, Feb 10, 2021

2pm, Virtual Meeting

In attendance: President Meghan Agresto, VP Al Marzetti, Secretary Bryan Daggett, Secretary Allison Broughton, Gerri Adams, Frieda Harris, Susan Taylor, Teacher-Admin Sylvia Wolff

The meeting was called to order at 2:00pm. A quorum was established.

Board action

* + Approve January minutes- Gerri made a motion to approve the January meeting minutes. Bryan seconded, and all voted in favor.
  + Decide 6 or 7 seats opening for next year (can do either per state) (+1 or +2 from current 41)

President’s Report

* Teachers doing fabulous job juggling – synchronous/asynchronous/ “independent work day”/all virtual children/posting/communicating with parents about work/logging in/grades etc…
  + Performance review – up to date (insurance, background check policy)
  + Charter reapplication virtual meeting: Next Friday, Feb 19th, video
  + Almost all teachers had their 2nd vaccination through Albemarle Heath Department
  + Commitment to return: 100% of K-7th graders
  + Testing – WIDA upcoming (testing for ESL students)
  + Cleaning at the chapel – Teacher Fennimore is cleaning at the schoolhouse. Teacher-Admin Wolff will make sure trash cans are emptied at the chapel and (per Pastor Jim Southern’s request) make sure nothing is left behind that might attract rodents.
  + Snow day – The recent snow day was built in, so will not have an impact on the calendar.
  + Lottery enrollment currently– Four 8th graders are graduating. A report to the state lists maximum enrollment at 43 (up from current 41). Five of the six available seats will be filled by siblings of current students. At enrollment of 43, with current lottery list, not all Corolla Kindergarten students will get a seat.
    - K – no sibling at WEVS
    - K - sibling
    - K - sibling
    - K – no sibling
    - K - sibling
    - K - sibling
    - K/2 – no siblings
    - 1 - no
    - 4 – sibling
    - 5 – no = 11 total (7 K and 1 1st) students, (we’ll have 4 first grades rising from WEVS as is now);

Treasurer’s Report

In January 2021, revenue was $50k and expenses were $33k for a surplus of $17k. Revenues were higher than YTD average as $16k from Currituck county was credited in January. Over $5k in donations came in, meaning the soft campaign was highly successful this year, collecting over $18k, surpassing the budget projection of $15k. January expenses were a bit below the year to date average.

For the year so far, there is a budget surplus of $30k (11%). I project that the percentage will drop in the next couple of months as smaller county checks arrive and expenses pick up a little bit in some areas.

No expenses year to date have been booked against federal money funds PRC -060 and PRC – 118 (federal instructional EC funds). We will aim to rectify that in the next couple of months.

Net assets are currently $600,000. $257k is in the operating account at TowneBank, $249k is in First National bank CDs, and $93k is with Atlantic Union Bank (CD). The FDIC limit (insured) is $ 250K so if the surplus grows by much more, we should move money in order to stay under the limit. The First National CD matured last week. Rather than cashing that in and moving the money to the Operating account, which is what the board had previously authorized me to do, I chose a different path due to the following circumstances:

* Moving the $93k to the operating account at Towne Bank would have put it well over the FDIC limits (small actual risk, but our audit would find this unwise)
* First National offered a CD with a one-time no penalty withdrawal. Although the rate is historically low (.1%), it’s better than we can get in our Operating account and doesn’t inhibit our ability to get and use the money whenever we elect.

Al made a motion to ratify the action to put the funds from the matured Atlantic Union Bank CD into a First Union CD. Gerri seconded, and all voted in favor.

Tax forms (990) have been successfully filed concluding the audit and tax season for CEF.

Committee Reports

* + Curriculum – Susan plans to conduct in-person teacher observations in March and April. Each teacher will be observed for 20 minutes.
* Building - Capital Campaign Planning—Kerri Engley committed to serving on the Capital Campaign committee. The draft of campaign letter needs editing and parent testimonials RE: children’s development through school, as well as student testimonials (including from graduates). The architect will be contacted for a visual rendering of the building donors will be contributing to build. The landowners have committed to a 30-year lease of the property, but specific details still need to be worked out and committed in writing.
  + Grievance—none

New Business

* PRC 169 - $10K and PRC 170 - $500; hiring a social worker or school counselor (PRC 169). The funding is for this year only. Meghan will write the grant.
* Future sustainability – thinking about hiring for ED/Principal role for next 10 years…(grants, projects, reporting, insurance, teacher oversight, PD, BT, SIP, scheduling, lottery, website, IEP rep, testing oversight)
* Teacher schedule draft for 2021-2022 – use to think about hiring or not for new teacher. Teachers are now spending substantial non-school time preparing. They are over-taxed. An ideal new-hire would be qualified to teach English/History to older students and/or assist with PBL and admin. Board will discuss possible new hire at next meeting.
* Begin to think of Testing Coordinator replacement for backup and when Suzanne leaves the position. The position requires attending a meeting once a month for 12 months and receives about $4,500/year.

Old Business

Teacher/ Teacher/Admin update

* Check-ins are occurring now through the end of February. iStation is showing solid growth in K-3 reading skills and a consistently better scores in school vs. at home.
* Report Cards – reflected standards-based learning (good grades correlate to amount of work completed vs. mastery).
* Parent conferences—6 parents are signed up so far, possibly more after upcoming break.
* Safety plan meeting—PD with Currituck County Sheriff’s Department to improve security plan.
* Beginning Teacher Support Plan (BTSP)—Teacher-Admin Wolff updated to include very specific language required by the state. Bryan made a motion to adopt the revised BTSP plan. Susan seconded, and all voted in favor.
* SIP update
* Concerns?

Public Comment – none

The meeting was adjourned at 3:57pm.