Minutes for Wednesday, November 11, 2020

2pm, Virtual Meeting

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

Al Marzetti called the meeting to order at 2:07pm. A quorum was established.

Board action

* + Director Elections (Meghan, Al, and Frieda up for re-election) – Frieda is happy to continue to serve another term, but noted that she is willing to resign before the end of her term if a suitable local candidate, ideally with NC Public School teaching experience, can be identified. Al made a motion to nominate Meghan, Al, and Frieda to continue to serve. Bryan seconded and all voted in favor.
	+ Officer Elections—Al made a motion to maintain the current officer slate: Meghan as President, Al as Vice-President, Bryan as Treasurer, and Allison as Secretary. Frieda seconded and all voted in favor.
	+ October Meeting Minutes Gerri made a motion to approve the draft minutes circulated by Allison. Susan seconded and all voted in favor.
	+ LIEP updates— consideration of updates for approval tabled until December meeting.
	+ Annual Fundraising Solicitation – Discussion regarding focusing solicitation as a fundraiser for a new school building. Potential facilities options currently include the a purchase and remodel of the former Corolla Classic Vacations building on Route 12 (if bargain purchase can be negotiated with Towne Bank) and construction of new purpose-built facility dependent on land donation. Sense of Board is that we should start fundraising now for a new facility to enable school growth and ensure that we are not “caught out” should Corolla Chapel terminate the current access provided to WEVS. Gerri made a motion to convert the annual appeal to be specifically categorizes as “building fund”. Susan seconded, and all voted in favor.
	+ Designate a Title IX Coordinator (see new business for more info) – Al made a motion to make the following designations: (1) Teacher-Admin Wolff as Title IX Coordinator, (2) the Grievance Committee as Appeals Board, (3) Al as “Investigator”, and (4) Meghan as “Decision Maker”. Susan seconded and all voted in favor.
	+ Decision required as to whether our public database (EDDIE) to should list Meghan or Sylvia as “director.” Currently Meghan is listed as director. Important that our Charter Renewal Application is consistent with EDDIE. Al made a motion to authorize Meghan to make this decision. Gerri seconded and all voted in favor.

President’s Report. Al reported on behalf of Meghan.

* + Board held a meeting to complete Self-Study questionnaire that needs to be completed as part of our Charter Renewal Application (Meghan, Bryan, Al, and Sylvia).Meghan also circulated draft agendas for an upcoming OCS visit related to the renewal application. These documents are available on Dropbox.
	+ Noted that Meghan submitted an annual full-time personnel report
	+ Health inspection done. Inspection passed.
	+ Waitlist - unchanged since last month
	+ School Photos Morning went well. Thanks to Bruce Lorenz and Lorenz Fine Photography for offering his services again this year. Bruce also offered to take family pictures in the spring. Thanks also to Northern Lights Bakery for providing coffee and baked goods. Meghan and Allison attended from Board. Most families were able to show, good social distancing was maintained, no overt complaints were raised.
	+ Public Record requests – Follow-up request for compensation data provided. No further requests received to date.
	+ Donations - $84 and $100
	+ EC Self-Assessment submitted (Liz drafted, Kathy Scott, Julie Allen, and Meghan all edited/commented)

Treasurer’s Report

October expenses $6K higher than revenues. For the year, expenses are $2.5K more than revenue (less than 2%). No funds from Currituck county arrived for the month, and overall expenses are right on target.

Total funds are approximately $566K, with about $ 171K in the operating account. Two CDs with Towne Bank matured in October and due to very low CD rates, they were not invested in new CDs as the money to be earned didn’t warrant the reduced flexibility and potential penalties for early withdrawal. New CDs can be opened if CD rates rise.

The annual audit was approved by the state and taxes and associated forms are nearly finalized.

Committee Reports

* + Curriculum – Observations are done and submitted. Teacher Fretwell will likely require an observation if she is going to be offered a contract. She is technically a long-term sub now so she does not have a mentor.
	+ Building—Meeting set for Monday 11/16 with Towne Bank re: former Corolla Classic Vacations building to discuss possible options for acquisition or long term lease with option to purchase. Building Committee will also work to schedule a meeting with possible land donors to pursue donation of land adjacent to the schoolhouse.
	+ Grievance—no complaints filed.

New Business

* Title IX New Compliance Requirements <https://docs.google.com/document/d/1sNPAJNiAeLxKRRsX29RI2IHTW67-hPVBtFIWZDiofXg/edit>
	+ You must have a designated Title IX Coordinator who is part of a multi-person team at your charter school: Title IX Coordinator, Investigator, Decision Maker, Appeals Board.
	+ You must notify staff, parents and guardians, students, applicants and others of the name, title, phone number, email and office address of your Title IX coordinator.
	+ You must prominently display on your website the name, title, phone number, email, and office address of your Title IX Coordinator.
	+ Training: Faculty, staff, and mandatory reporters are required to attend training.
	+ Understanding what “Actual knowledge of sexual harassment within the school’s education program or activity.”
	+ For K-12 schools, all teachers and staff are required to report allegations of misconduct that they have witnessed or heard to the Title IX coordinator.
	+ Once reported, a school’s response cannot be ‘deliberately indifferent.’
* Charter Renewal update
	+ - Check request for $500 application fee submitted
		- Charter School self-study (due 11/15, this Sunday)—used CIP goals and objectives
		- Shonda Cooper from OCS will meet with the board, instructional staff, and parents via Zoom and will tour the school.

Old Business – none

Teacher/Admin update

* BOGs for 3rd graders complete. All but one student are on a Portfolio. For the first time, the letter to parents from the state re: BOG testing acknowledged that students are not expected to pass.
* EC updates—one new IEP is in process
* End of quarter update, parent meetings set up – 15 minutes, Zoom meetings. Teachers are making sure report card grades reflect effort and ability. Parents are more aware than ever of what students are doing so there are no surprises on report cards.
* PD update – Teacher Fretwell is completing Fundations training for teaching reading in 3rd grade. Teacher-Admin Wolff and Teachers Sonnenberg and Fennimore completed PD for 3D printers through a grant program aimed at improving test scores via connecting curriculum to projects and lessons using 3D printing.
* CIP update—Meghan and Teacher-Admin Wolff made CIP document updates.
* I-station updates – Seeing an overall upward trajectory.

 Public Comment – none

Bryan made a motion to adjourn the meeting. Susan seconded, and all voted in favor. The meeting was adjourned at 3:18pm.