Agenda for Wednesday, October 13, 20212

2pm, Virtual Meeting

In attendance: President Meghan Agresto, VP Al Marzetti, Treasurer Bryan Daggett, Secretary Allison Broughton, Susan Taylor, Marcy Moore, Frieda Harris. Teacher-Admin Sylvia Wolff. Members of the public: Karen Clark, Erin Price, Trinity Yanez, Andrew Scafetta.

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

Board action

* Approve September minutes – Susan made a motion to approve the September meeting minutes. Al seconded and all voted in favor.
* Face covering policy review – no action needed per policy.
* Affirm that COA paying Sylvia directly for CPR is board approved—Sylvia taught all teachers CPR. No board concerns.
* Review new subscription with BIB (background checks). 13.99/background check; 14/mo subscription. Board approval not needed as a subscription. The subscription is cancelable anytime.

President’s Report

* Epicenter Performance Review – submitted everything (CO, Board info) except LIEP (which we already approved in spring but need to attend a training that we missed), audit info must be updated in Epicenter by the end of the month.
* Waiting list update – no movement, students still joining but Meghan is letting them know now to look toward getting on lottery after Thanksgiving when we update the website
* Covid update: students in quarantine/positive cases (0/0)
* PRC 182 and 173 – ended up with extension because of strange imbalance in budget but got it worked out – won’t hear back re: approval until 10/15 now. Covid funds available. 182 has been submitted ($16,000); 172 & 173 (about $7000) submitted.
* Licensure updates – Teacher Fretwell is not yet in the database so has not started BTSEP (bureaucratic pipeline)
* Employee manuals are out for signature.
* Getting good feedback on our new school psychologist – She is doing skills streaming instruction for middle school students and lunch bunch one grade at a time. She sits in on PLC every other week. She is intuitive and tactful in her work.

 Treasurer’s Report

Per request, the more detailed financial information will be reviewed quarterly – September marked the end of the first quarter.

Through the first quarter, the operating account had a deficit of $ 24K. Revenue ($94K for the quarter) was significantly below forecast as no funds have been received from Currituck or Dare counties. Due to process changes, we have known that these funds would be delayed. In September, state funds (totaling $ 90K) were finally received. They were delayed due to delays in state budget finalization. Before receiving the state money CEF was up to $100K in the red for the fiscal year, however the surplus in the operating account was sufficient to cover the expenses. Expenses ($119K for the quarter) were very close to budget in all three months of the quarter with the only exception being the purchase of additional laptops that weren’t budgeted.

The capital account for the new school building increased by $14K in the quarter. Significant pledges were received in the quarter and the effort is ongoing. (More information from Facilities and Capital Campaign committees)

At the end of September, there was $258K cash in the operating account at TowneBank and $24K cash in the Capital campaign account also, at TowneBank. There is $250K in CDs at First National Bank and $93.5K in a CD at Atlantic Union Bank. Two CDs have matured/will mature soon, which will be rolled over.

A draft of the 2020-2021 financial audit was completed by the auditing firm and reconciled with the data from Acadia. The Treasurer and Teacher-Admin Wolff will work together to complete the required Management Discussion & Analysis so that the completed audit can be given to the state. That should be completed by the end of October.

Committee Reports

* Curriculum/Teacher Eval/Professional Development – PDPs- everyone is up to date except for Teacher Fretwell due to a holdup with licensure. Her PDP will need to be mentor approved by Marcy, who still has login credentials for NCES. Evaluations for all teachers have been scheduled.
* Capital Campaign – Updates: Met with David Shufflebarger to prepare for next potential candidates for plan improvements and (hopefully) donations. Friday this week, Sylvia and Bryan are meeting with Taylor Sugg to discuss TowneBank’s willingness to donate as well as a mortgage as a backup plan. OBXTek has pledged $20k-- $10k from the business and $10k from owner Ed Jessen. Meghan and Bryan will meet next week with Chris Sawin, head of Outer Banks Community Foundation. Bryan communicated with Twiddy’s lawyer, who is drafting the lease agreement for the property adjacent to the schoolhouse on which the new building will be built. A reply from Currituck County officials re: the Corolla Village plan and traffic flow indicated only that a walking path would help. Al responded that the road needs it to be one-way for safety. Last month we approved contract with the architect, but we have not heard back from them.
* Grievance Committee – n/a
* School Improvement Planning (SIP)– Elections for classroom representatives to serve either for one or two year terms occurred. Trinity Yanez, Jacqueline Winter, and Erin Price were elected.

New Business

* Education opportunity request – An educational leave of absence request was submitted for two students (siblings), who will miss 6-7 days of school for an overseas trip. A project will be assigned. Teachers have no concerns. The board approved the request.
* Back to school plan—must be open for public comment on the school’s website for 30 days before it is approved.
* Suggestions for Marcy’s involvement as the newest board member—Curriculum committee would be a good fit for her skills and experience.

 Old Business

* Outdoor classroom and OBC/Lighthouse –Some tables have been dropped off. The whole school used it yesterday for PBL. Lights and a hotspot are needed. l

Teachers/Admin update

* Links are up and ready for registration for Covid testing. Mako Labs has contracted with the state to provide free weekly Covid tests for students and teachers. So far, two students and one teacher have registered.
* A new copier was purchased for $600
* The tier system to identify high-risk students has been working well. School psychologist Applebaum is working with students identified as having social-emotional need. Teacher Kite is well-versed with strategies.
* Pastor Jim is pleased with the organization at the Chapel
* Portfolio—two students have been identified. Teacher Voldish is working on prep with these students.
* Newsletter and remind— The teaching team is actively working on consistent parent outreach.
* 2/3/4 ELA—Teacher Kite will take over at the turn of the quarter
* Teacher Sonnenberg passed the History Praxis
* Teacher Aide Gill is covering lunch and recess with the younger students
* Incident report- has been filed.
* EC- purchased some psych assessments with PRC 118
* PBL—Students chose their curriculum. They are currently working on a 2-3 episode video re: life skills on topics such as etiquette, car maintenance, kids in the kitchen, money investing, etc.

 Public Comment

Is there a listed policy re: student illness? Flowchart to be posted on website regarding symptoms. If student has symptoms that might be transmittable to another student (i.e. outside of seasonal allergies), keep them home.

Thank you to Karen Clark for bringing a shark to school for examination yesterday.

Bryan made a motion to adjourn the meeting. Susan seconded and all voted in favor. The meeting was adjourned at 3:08pm.