Agenda for Wednesday, January 8, 2019

2-4pm, Corolla Library

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

The meeting was called to order at 2:08pm. A quorum was established.

**Board Action**

* + Approve December’s minutes- Meghan moved to approve, Susan seconded, and all voted in favor.
  + Educational leave- An educational leave of absence form for a lengthy absence was received the day before the trip began, not giving the Board adequate time to vote ahead of the planned absence. Although protocol was not followed, the request and the scope of the trip demonstrated a good faith effort to abide by the policy. Susan motioned to approve the educational leave of absence in retroactivity. Meghan seconded, and all voted in favor.
  + McKinney-Vento- Legislation mandates a process to identify homeless students and a plan to accommodate them adequately. Sylvia brought a policy before us for approval. A student’s homeless status should not inhibit their ability to receive a free public education It is possible that a current student could meet the criteria for homelessness (including, but not limited to, by being temporarily dislocated due to a storm). The school is required to offer services that are already offered to other students. Since lunch and transportation are not currently provided to any student, these services would not have to be provided to the affected student(s), but the school can mobilize community resources to help. The WEVS liaison will work with families meeting homelessness criteria to determine which services are required and activate the appropriate community organizations for facilitation of those services. WEVS will never be designated the home school for a newly arrived homeless child in the community; that will fall on mainland Currituck schools. Al motions that we approve policy as drafted by Sylvia. Susan seconds. All approve. Policy to be placed on website.

**President’s Report**

* + Students returned to school last Thursday for a two-day week following winter break. The return was two days earlier than anywhere else in northeastern NC.
  + Donor appeal: There were 37 cash donors in 2019, 30 of which donated after the appeal letter was sent out. Since the appeal, CEF has received $8225 for a total $9529 all year. There are about 16 new donors, and about 20 former donors who didn’t give this year, which is in line with yearly trends. There were two donations of $1000, including from the OBXRunning Company, a new donor who will receive a tile. A donation of $2000 was received from the Lewis Family Foundation.
  + Performance Review update- Various forms and policies are required to be uploaded to Epicenter every month. This month it is the Board Conflict of Interest policy, which is up-to-date.
  + Commitment letters for next school year will go out this month.
  + Cleaning- Corolla Chapel Pastor Jim Southern requested a meeting with Meghan and Teacher Assistant Fretwell regarding the cleaning job at the Chapel. Meghan asked TA Fretwell to write a job description listing every task she completes as she cleans, which she completed and Meghan forwarded to Pastor Southern. Conversation continues to ensure that everyone is satisfied with the cleaning job as it is being done.

**Treasurer’s Report**

We are officially at the half-way point of our fiscal year. We have not received data/report from Acadia yet on December—they usually provide them between the 8th-10th of the month. The operating account is solvent, $41,000 as of 1/7/20. Expenses for December were normal. The CD at Towne Bank rolled over per the motion passed in the December 2019 meeting.

Another CD is maturing on 1/22/2020 at First National Bank with $124,000. Bryan recommends keeping it there and making it mature a few months after the new CD at Towne Bank. Bryan moved, Al seconded, and all voted in favor.

**Curriculum Committee Report**

The school has not yet been assigned a new Beginning Teacher Support person in northeastern NC (our zone). A beginning teacher support audit will occur on 1/14/20. It is a virtual review; no representative will visit the school. Teacher/Admin Wolff is compiling information for the review, creating folders for all professional development, which teachers will have the responsibility of maintaining. Susan plans to set a March date for formal observations.

**Building Committee -** Construction on the Chapel is happening quickly; the new building is framed.

**New Business** - none

**Old Business**

* + Ratify decision to re-sign the school psychologist’s contract. Angela Speck does all our non-speech IEP testing for referred students. The contract is the same and with the same individual, who has a new company and therefore requires a new W-9. Meghan motioned to re-sign the contract; Susan seconded, and all voted in favor.

**Teacher update**

* + Update on projects- Students are working on composting this quarter and documenting in a podcast.
  + Technology- All technology is in good working order. iStation is happening.
  + Say Something- As part of the Sandy Hook Promise, North Carolina mandates an anonymous reporting system for potential threats. The program comes with a 10-lesson curriculum. Middle school grade students will be trained with a 28-minute video. Debbie Welpe will be present during and after the video. Information covered will be how to spot suicidal ideation and warning signs for violence. The app gives them a place to report these signs.
  + WIDA- ESL testing. Getting the test on the computer was difficult because the technology is complicated. The test will occur this month.
  + Professional Development- Teachers participate in PD weekly.
  + Concerns-
    - Teacher-Admin Wolff has asked Teacher Fennimore to begin the EC process with one 6th grader, who shows difficulty with attention and information recall. The student does have a 504 from a previous school. The teaching team has tried various minor interventions, including guided notes.
    - Vaping- Question raised whether this topic be covered with 8th graders. Sylvia said it is a part of the NC standards for health education for 8th graders and covered.
  + Beginning teachers support audit will take place Tuesday morning (1/14). Our representative for beginning teacher support is no longer with the agency. The audit will be a virtual visit, which will look through files, the employee manual, and contracts. Auditors will interview Teacher Fennimore in the afternoon. Susan will attend.
  + EC Assistant Allen took her licensing exam and the raw grade is passing. She will start beginning teacher support with a 12-page evaluation to be recorded on NECS.
  + Teacher-Admin Wolff will take the Social Studies PRAXIS next week so World History can count as high school course.

**Public Comment**—none

**Adjourn—3:24pm**