

**Neuse Charter School Board of Directors Meeting Minutes – December 19, 2017**

***Board Members Present:***

Dawn Dixon, Chair  
Paul Worley, Vice Chair  
Robbie Taylor, Treasurer  
Tony Gupton, Past Chair  
Rodney Dunn  
Chris Johnson  
Jimmy Lloyd

***Board Members Absent:***

Martha Andre, Secretary  
Nichole Booker  
Jason Cummings  
Michelle Denning  
Dave Neville, Ex-Officio NCSF Treasurer  
Kevin Gomez-Gonzalez, SGA President

***Call to Order [6:00 pm]***

Dixon called the meeting to order at 6:00 p.m. and read the Ethics Statement. All board members were given the opportunity to respond to the Conflict of Interest statement per NCGS 138A-15(e).

Pullium announced that minutes are in draft form and will not be approved until the January meeting.

Dixon reminded that the time for Student Celebrations will move to 5:30pm starting in January 2018.

***Public Comments [6:03 pm]***

None.

***Approval of Minutes [6:04 pm]***

Minutes provided for information only. Approval will take place in January.

***Booster Club Report [6:04 pm]***

None.

***SGA Report [6:04 pm]***

None.

***Agenda Approval [6:05 pm]***

Motion by Dunn, seconded by Taylor, to approve the agenda. Passed unanimously at 6:05 pm.

***Celebration by BOD Chair [6:05 pm]***

On behalf of the BOD of NCS, Dixon presented Past Chair Tony Gupton with an engraved gavel in honor of his service as Chair of the Board.

***Executive Director's Report [6:06 pm]***

Pullium reported that as of January 2018, NCS is fully staffed. Melinda Simons will be the 8<sup>th</sup> grade math teacher and Jen Cochran will be the HS math teacher both starting in January 2018.

Note: Today's board meeting will not be recorded. Minutes will be posted on the web.

The notes below are from Pullium's report on the PLUS initiative:

Pullium noted that adjustments have been made to the logo to include the NCS logo with the PLUS lightbulb emblem. Additionally, staff is working to develop visuals to accurately show the PLUS program.

Performance Learning: This area will include curriculum planning [aligned to state and national standards adding NCS specific standards], assessment planning [aligned to course and graduation competencies and technology and resource plans aligned to instruction and assessment plans], and instructional planning [professional development opportunities for staff aligned to PLUS goals and targeted to PLUS focus areas many provided by staff experts].

Underscoring: This area addresses the Academy Structure [Primary, Intermediate, and Senior Academies]. The Staffing Plan vision includes Academy Leader, Counselor, Designated Academic Faculty [core, elective, EC], Academy Team Leader [faculty liaison for PLUS – starting with one member from each Academy], and K-12 Academic & Business services.

Success: This area evaluates NCS graduation competencies. Graduates of NCS will be able to:

1. Communicate effectively to a variety of audiences through written and spoken language.
2. Apply independent critical thinking and problem-solving skills to address complex issues.
3. Use advanced computational skills to analyze data.
4. Evaluate legitimacy of information and respect diversity to enable effective collaboration.

[Note: These four competencies are pending Board approval.]

Round Table discussion regarding this area was well attended and determined that we need to continue to discuss this as we move forward to keep everyone informed of the changes being made.

Concerns regarding data defining a child. Pullium discussed using "evidence" to support the child's learning and growth instead of focusing on data numbers.

Dixon emphasized the timeliness of data being utilized.

Academy Team Leaders would ideally fall under the SIT team and members may possibly come from that team.

Motion by Dunn, seconded by Johnson, to accept the four graduation competencies as listed above. Passed unanimously at 6:32pm.

The proposed implementation timeline includes the attached handout.

NCS should use this information to inform parents on where their student is on track for success.

Dixon encouraged getting an assessment plan in place to start analyzing and accessing the data to allow parent to see if students are on track. NCS should be able to identify the assessments. Dixon noted a nervousness about the sequence of implementation. Assessments should be developed first to allow for outlines of curriculum plans. If staff works totally on their own, they may be in totally different directions if the assessment plan isn't developed yet. What are the school wide assessments going to cover? Let teachers know, and then let teachers model their lessons to those assessments.

Dunn asked if the two benchmarks given already this year were relayed to the parents in a consistent manner. Silver answered that teachers were tasked to share the data at the end of item analysis. Silver explained that templates were emailed to all teachers to assist in this communication. Dunn stated it looks bad if teachers are not consistent especially for those families with more than one student.

Dixon stated the BOD approved and paid for a tool that is underutilized in reference to Canvas. Pullium confirmed that full usage and implementation of Canvas is a non-negotiable for 2018-19 school year. Dixon further explained that administrators can put lots of information in Canvas and take part of the load off of the teachers.

Pullium shared with the board that staff members are already having conversations with those parents of students who are falling behind. Retention meetings are scheduled for January 2018. An official letter along with student learning plans will be given to parents in writing at that time. Additionally, meetings have been held in the fall with those families. Conversations with parents of struggling students started as early as September. Van Hoy added if students have not continued to improve they are referred to the student assistance team. Lloyd noted that waiting until January for conversations for Senior Academy is too late as the course is already completed.

Pullium clarified that teachers could decide whether to relay the first two benchmark information, and not all teachers chose to share that information. Dunn restated that NCS must have consistency with testing and parent communication.

Dixon feels as if NCS is missing the day one diagnostic assessments to ensure students are starting in the correct classroom at the beginning of school. Taylor concurred and feels that NCS should hold teachers accountable to teach new items and not waste time re-teaching what the students should already know in each grade level. He continued that teachers need to be held accountable to teach and not have students teaching themselves.

Dixon reminded the board that the beauty of being a charter school is we can up our standards.

Dunn asked what the assessment was evaluated against - the standards or state? Silver stated it was against the growth curve. Dunn reminded the board and administration that NCS is supposed to teach 1-2 grades above state levels. Silver confirmed that NCS is outpacing the state growth. Dunn noted if NCS is meeting the state standards then we are behind.

***Consent Agenda [7:02 pm]***

None

***Standing Committees***

***Finance Committee [7:02 pm]***

Taylor stated that November's budget is in the packet. During this month's meeting, the Finance Committee looked at expenditures especially for substitutes.

In regard to facilities, dumpsters will arrive on Thursday to help with removal of debris for modular. School has emptied modular units with help from staff and parents. Dunn handled wiring/fiber removal.

Modular units will be removed on the 28<sup>th</sup> with the final walkthrough on the 26<sup>th</sup>. Water and sewer is disconnected already. The power will be cut at the last minute. When they remove the modular units, they don't take everything. Johnson said that Boykin would take care of the cleanup and site prep for the new construction after removal of the modulares.

***Personnel Committee [7:06 pm]***

None.

***Academic Affairs Committee [7:06 pm]***

Dixon reported that the ED report summed up what the Academic Affairs Committee has been working on.

***Resource Development [7:06 pm]***

Dixon wanted to discuss the focus of Resource Develop Committee. Dunn agreed to assist in this area. Dixon stated that a chair and members need to be assigned.

Dunn agreed to serve as interim chair. Pullium noted that the board has already approved the committee description.

Pullium reminded the board that Facilities is now a sub-committee of Finance.

Dunn stated that the Reverse Raffle will be first item to address. It is scheduled for February 23.

***Board Development [7:09 pm]***

Lloyd reported that a proposal for the description and purpose was created but after discussion with ED it might need to be adjusted to follow the same format. Lloyd noted that the Board

Development Committee proposed description includes sub-committee information and challenged the other committees to adjust their descriptions as well. Lloyd will adjust the Board Development purpose/description to match the other formats.

Dunn stated that we need a re-write of the NCS Charter. Pullium noted the board might want to consider appointing an Ad Hoc Committee to oversee the charter review process. Dixon agreed this might be necessary with the PLUS initiative.

Motion by Gupton, seconded by Dunn, to accept the Board Development Committee description as amended by Lloyd. Motion passed unanimously at 7:16pm.

Motion by Lloyd to have other committees add sub-committees and their descriptions to their information sheets. Motion died due to lack of a second.

Pullium explained the difference in sub-committees and ad hoc committees to the board.

***Old Business [7:17 pm]***

Motion by Taylor, seconded by Worley, to reinstate Dunn as treasurer. Motion passed unanimously at 7:18pm.

The board thanked Taylor for stepping in as interim Finance Chair during Dunn's absence.

***New Business [7:19 pm]***

None.

Dixon reported that Andre may also need to take a leave of absence and will let the board know soon.

Motion by Lloyd, seconded by Gupton, to go into Closed Session per NCGS 143-318.11(a)(6) for Personnel and Administrative discussion. Motion passed unanimously at 7:20pm.

Motion by Lloyd, seconded by Taylor, to reconvene in Open Session. Passed unanimously at 7:36pm.

Motion by Johnson, seconded by Gupton, to adjourn. Passed unanimously at 7:37pm.

Respectfully submitted,  
Paul Worley, Vice Chair