

**Neuse Charter School Board of Directors Meeting Minutes – September 25, 2018**

***Board Members Present:***

Dawn Dixon, Chair  
Rodney Dunn, Treasurer  
Nichole Booker, Secretary  
Paul Worley, Vice Chair  
Michelle Denning  
Chris Johnson  
Jimmy Lloyd  
Robbie Taylor

***Board Members Absent:***

Dave Neville, Ex-Officio NCSF

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

Dixon called the meeting to order at 6:00 pm and read the Ethics Statement. All board members were given the opportunity to respond to the Conflict of Interest Statement.

***Agenda Review [6:01 pm]***

Dixon presented the agenda. Motion by Johnson, seconded by Booker, to approve the agenda. Passed unanimously at 6:01 pm.

***Public Comment [6:01 pm]***

None.

***Approval of Minutes [6:02 pm]***

Motion by Dunn, seconded by Taylor, to approve August minutes. Passed unanimously at 6:02 pm.

***Booster Club Report [6:02 pm]***

Lynch, Athletic Booster Club President, reported on the changes in the Booster Club funding. NCS administration has agreed to assist with processing and payment distribution. Review of Booster Club Budget.

Discussion regarding season passes and Booster Club promotions.

Corporate membership includes 22-23 sponsors. There is a printable form online that can be turned into the front office.

Discussion regarding the lunch program and the invite for anyone who wishes to volunteer in this venue.

***SGA Report [6:10 pm]***

Should have a rep by next meeting.

## ***Director's Report [6:10 pm]***

### Staff Updates

- Vacancies – long term subs that are in place are willing to stay until a qualified candidate is found. Vacancies are 8<sup>th</sup> ELA, SA ELA, Primary EC Teacher
- Closed Session recommendations for IA Drama

### Student/Family Updates

- ADM – 942
- Current Enrollment – 939
- Letters regarding updating immunizations and student records have been mailed.
- Progress Reports went out last week.
- Benchmark assessments for the semester have started today continuing through Thursday. Intermediate Academy will test next week.

### Community Engagement

- The campus faired well during Hurricane Florence. Preparation of campus was amazing.
- There are five [5] days remaining in our calendar that can be used for inclement weather. Used 3 during the hurricane and haven't heard if legislature is waiving any of those.
- NHS is working to develop a program to help affected teachers restock their classrooms.
- The partnership with JCC is strengthening. Tomorrow night is our JCC meeting for 10<sup>th</sup> – 12<sup>th</sup> grades.
- Clayton Harvest Festival booth will be in November with student, staff, board, and parent representation.
- NCS is partnering with local Chambers to gather Science Fair judges.
- NCS is partnering with Boosters to take administrative duties on behalf of the club.
- NCS coaches still maintain volunteer coaching status, and we are grateful for their time and service to the Athletic Program.

### Upcoming Events

- October is NCS Giving Month – spirit nights will be every Tuesday of October giving the school a portion of the nights funds. Many of these restaurants are owned by NCS Families.
- Booster Bash at the end of the Giving Month.
- Pledge cards are going out again with all students on October 1.
- Anti-Bullying Week – teaching the difference between bad choices and bullying.
- October will include Red Ribbon Week.
- The first Round Table of the year will be this Thursday. All of the Round Tables this year will center around PLUS. This week will discuss Primary curriculum.

### PLUS Update

- No official PLUS update as the planning has taken a bit of a turn with the conversations of the PLUS Leadership Team. The charge remains the same, the sub-goals are being re-visited.

- First [new] Sub-Goal: strengthening core curriculum *then* move into the development of an assessment.
- Don't know timeline at this point.
- PLUS Leadership is meeting weekly. Structured conversation 1) where have we been, 2) where are we currently, and 3) where are we headed – the vision.
- These meetings have brought out a difference of opinion in where our core [foundational knowledge] has been, and a lack of a shared vision. Additionally, some staff feel supported by Academy Leaders and some do not.
- When discussing Culture and Climate of the school there were many different opinions that were polar opposites – all over the place.
- Need to strengthen our core curriculum, and policies and procedures – don't have consistency.
- Want to see a parent group thrive such as PTO.
- Professional Learning Opportunities –we need at NCS and to help with licensure renewal.
- Last week's PD was positive and they got tools they can take back and use.
- Curriculum – we need an alignment with classroom grade and assessment grade.

Discussion regarding core instruction and whether all of NCS teachers are teaching the NC Standard Course of Study. NCS should be proficient in the base standards as set by NC. We need to commit to fix these issues. Swartzlander reported that the AL are working in their respective PLCs with teachers to make curriculum pacing guides that are in line with standards.

Discussion around how these changes will look. Administration explained it's more of a how we are delivering not what we are delivering. NCS is working to achieve 80% of the students as proficient in math, English, science, and social studies.

***Executive Committee [6:46 pm]***

Eighth grade field trip to western NC was approved by the Executive Board. Motion by Johnson, seconded by Taylor, to approve the field trip. Passed unanimously at 6:47 pm. Dixon asked have the educational goals forwarded to the board.

Executive Committee met last week for an educational strategy planning session.

***Finance Committee [6:48 pm]***

Dunn reported that we need to officially approve the FY18 End of Year Budget. Ended FY18 with a \$588,099.18 surplus. Motion by Johnson, seconded by Worley, to approve End of Year FY18 Budget. Passed unanimously at 6:51 pm.

Dunn presented the August 2018 budget. Motion by Johnson, seconded by Denning, to accept the August 2018 monthly budget report. Passed unanimously at 6:52 pm.

Dunn thanked Lynch for all his hard work and open conversation to work with the Boosters during the financial transition. NCS will be creating an Athletics line item to help support this tracking. Additionally, \$10,000 from the Reverse Raffle will still be allocated

to these expenses along with student payments and other athletic revenues as presented by the Boosters.

Facilities Sub-Committee:

Johnson reported that we are collecting two bids for the landscaping for the Auxiliary Gym.

Johnson reported that they have looked at land around the school to purchase, but no one is ready to sell at a reasonable price.

***Personnel [6:59 pm]***

Items for closed session.

***Academic Affairs [6:59 pm]***

Dixon reported at this month's meeting they discussed PLUS Updates, AP score overview [how our students are scoring, why are we teaching certain courses, do teachers have resources, etc.], updates on Every Student Succeeds Act and federal accountability and compliance that's tied to school scoring [\*request by Dunn to discuss sub-groups at next BOD meeting],

Pullium gave an explanation regarding AP classes and how they transfer to colleges. Additionally, how we group students in the classrooms to best help them succeed and meet individual student needs.

Scheduling at the beginning of the year didn't go as planned. There was lots of confusion, and NCS has apologized to parents for that. The staff has learned from it with stronger plans for fall of next year. Discussion regarding scheduling challenges at NCS.

Dixon reported that Cummings is still reporting as an Academic Committee member. If anyone has additional recommendations, please let Dixon know. Also, Dixon directed the board to send agenda items to her for discussion topics for the next meeting. Already on the agenda includes the SA Seminar class.

***Resource Development [7:19 pm]***

Dunn reported that Resource Development encompasses financial as well as people resources. The Parent Ambassadors are working to fill that gap offering monthly staff drawing and weekly snacks baskets left in the lounges. Additionally, they are working on providing childcare on teacher workdays with NHS.

The committee has work on strategies for October Giving Month. There will be a 5k race on 11/3 led by a parent liaison. They are also looking for ways to promote the school during that month such as yard signs.

In fundraising, a sign that would show the \$100k goal will be placed at the new entrance to campus. Clarification that the fundraising line item in the operating budget is the normal giving and raffle income which is different than the capital campaign line.

***Board Development [7:27 pm]***

Denning reported that the revised bylaws need to be forwarded to OCS now that the minutes are passed. Additionally, the registered agent and principal address forms need to go to the Secretary of State.

***Athletic Oversight [7:29 pm]***

Taylor reported that the committee is meeting from 1:30-2:30 every other week, and they are working on aligning middle school to high school guidelines regarding eligibility. There is no guideline from 5<sup>th</sup> to 6<sup>th</sup> grade or 8<sup>th</sup> to 9<sup>th</sup>. The goal is to tie academics to our athletic standards.

Additionally, there have been positive communications around the financial changes. Current banners that are being updated.

Discussion regarding academic eligibility per state law. Pullium noted that we follow NCHSAA except where NCS has higher standards. Taylor stated NCS should be very clear with the athletes and teams regarding the eligibility.

***Old Business [7:34 pm]***

None.

***New Business [7:34 pm]***

Lloyd discussed the confusion over the consent agenda. Consent Agenda needs to be separate from the normal agenda including materials that have been pre-provided to the board for review prior to the meeting that allows for a quick up or down vote at the meeting.

Lloyd also explained that Executive and Athletic Committees are not standing committees and Personnel Committee was eliminated completely. Resource no longer listed as Resource and Development. The agenda should include Standing Committee reports and Committee reports with other committees letting the secretary know prior to the next month's agenda know if they want to give a report at the meeting. The Executive Committee should only meet for time sensitive actions – only acting in an emergency in the absence of the full board - and not to approve field trips.

Lloyd expressed concern over the meeting of the Executive Committee meeting with administration last month to discuss strategy without being open to all board members. Certain members of the board should not have special access to conversations that all members of the board should have access to. Executive Committee should only be meeting when to conduct business on a time sensitive manner that cannot wait until next meeting.

Board Development will meet with Secretary to correct the agenda.

Motion by Worley, seconded by Lloyd, to move into closed session for personnel and administrative discussion per NCGS 143-318.11(a)(6). Passed unanimously at 7:44 pm.

Motion by Johnson, seconded by Worley, to reconvene in regular session. Passed unanimously at 8:28 pm.

Motion by Johnson, seconded by Dunn, to approved Director's personnel recommendations for Drama Instructor, Primary Self-Contained EC Teacher Assistant, and Intermediate EC Resource Teacher. Passed unanimously at 8:30 pm.

Motion by Johnson, seconded by Taylor, to adjourn. Passed unanimously at 8:30 pm.

Respectfully submitted,  
Nichole Booker, Secretary