



*NCVA is a community of students, families and educators dedicated to expanding educational choice through innovative and technology-rich instructional practices, and accountable for developing each student's full potential for academic and post-secondary success.*

## February 06, 2017, Regular Board Meeting Minutes

| Board Members Present |               | Board Members Absent | Others in Attendance              |
|-----------------------|---------------|----------------------|-----------------------------------|
| Dr. Steve Moody       | Sara Struhs   | Cathy Zambrano       | Chris Withrow, Executive Director |
| Brenda Robertson      | Sarah Waltman | Annie Blackburn      | Dr. Joel Medley, Head of School   |
|                       |               |                      | John Kramer, K12                  |
|                       |               |                      | Dan Jetta, K12                    |
|                       |               |                      | Marcia Simmons, K12               |
|                       |               |                      |                                   |

### I. CALL TO ORDER

Dr. Steve Moody called the meeting to order at 5:00 pm. Before conducting business, a roll call was taken by the Executive Director to ensure that a quorum of the board existed. A quorum did not exist initially and a brief discussion regarding academics was held.

At 5:06 pm, a quorum was established and the meeting was opened for business.

Before moving through the meeting's agenda items, the board's mission was read to help drive the actions and deliberations.

**ACTION:** Mrs. Sara Struhs made a motion to amend the agenda to remove the invoice from action, adopt the amended agenda and approve the meeting minutes; it was seconded by Brenda Robertson. The motion passed unanimously and the agenda was adopted.

### II. COMMUNICATIONS:

No requests for a public comment were received.

### III. CONSENT ITEMS:

Math Tutor

**ACTION:** Mrs. Sara Struhs made a motion to approve the consent item as presented, and it was seconded by Mrs. Brenda Robertson. The motion passed unanimously and the agenda was adopted.

IV. DISCUSSION ITEMS:

- a. HOS Update – Dr. Joel Medley
  - i. The 5<sup>th</sup> Pulse Check of the year was presented along with the scores of the school compared to itself last year and other schools partnering with K12.
  - ii. The results from 2 of the 3 high school End of Course tests were shared and several questions arose from the board. The high school Academic Administrator attended the meeting to respond to the questions raised by the board.
  - iii. The board had requested an update of the “On the Spot Bonus” program and was provided by the head of school.
  - iv. An update on the school’s status for the Withdrawal Rate was also provided to the board showing good news – even with 20% growth in the student population, the withdrawal numbers were down compared to the first year of school.
- b. Dr. Steve Moody informed the board of the administrative withdrawal appeals that were evaluated by the Policy Committee. The committee is recommending upholding the decision of the administration.
- c. Mrs. Sara Struhs informed the board the Academic Committee reviewed the Fall EOC test scores and the plans for improving them. While the committee is disappointed in the performance the positive takeaway is there is improvement over the previous year. Further, there was a brief discussion of providing tutors as needed. Dr. Medley has hired two and working with other resources to provide additional assistance.
- d. Dr. Steve Moody presented an overview of the activities of the January Finance Committee meeting. Dr. Moody informed the board that the IRS 5500 and IRS 990 forms are being finalized and will be completed shortly.

V. ACTION ITEMS:

- a. Administrative Withdrawal Recommendations

**ACTION:** Dr. Steve Moody moved the board approve the withdrawal recommendations; the motion was seconded by Mrs. Sara Waltman. The motion passed unanimously.

VI. CHAIRPERSON COMMENTS

In-person meeting – February 18 at NCVA Headquarters, training provided by Mr. Tom Miller, topic Strategic Governance. The Executive Director will send out further details regarding accommodations and evening meal.

Capitol Day will be February 22, 2017 beginning at 11:30 am in Raleigh NC. Please contact the Executive Director if you plan to attend.

## VII. ADJOURNMENT

Motion was made to adjourn the meeting by Mrs. Brenda Robertson and properly seconded by Sara Struhs. The motion passed unanimously. With the completion of all agenda items and no new business items, the meeting was adjourned.