



*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.*

## June 13, 2016, Regular Board Meeting Minutes

Board Members Present		Board Members Absent	Others in Attendance
Dr. Steve Moody	Sara Struhs		Chris Withrow, Executive Director
Brenda Robertson	Cathy Zambrano		Dr. Joel Medley, Head of School
Dr. Diana Freeman	Sarah Waltman		John Kramer, K12

### I. CALL TO ORDER

Dr. Steve Moody called the meeting to order at 5:01 pm. Before conducting business, a roll call was taken by the Executive Director to ensure that a quorum of the board existed.

**ACTION:** Dr. Diana Freeman made a motion to adopt the agenda as presented, and it was seconded by Brenda Robertson. The motion passed unanimously and the agenda was adopted.

**ACTION:** Sarah Waltman moved to approve the June board meeting, personnel and finance committee meeting minutes, and that motion was seconded by Dr. Diana Freeman. The motion passed unanimously.

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

### II. COMMUNICATIONS:

No requests for a public comment were received.

### III. CONSENT ITEMS:

- a. Policy 220 Parent Involvement for Title 1
- b. April 2016 Board Meeting Minutes addendum for salary modification of Executive Director

**ACTION:** Dr. Diana Freeman made a motion to approve the consent items as presented, and it was seconded by Sarah Waltman. The motion passed unanimously and the agenda was adopted.

### IV. DISCUSSION ITEMS:

- a. Head of School Update – this month’s update was quick due to the majority of the time focusing in on testing. The Head of School highlighted a couple of events that occurred in May with a focus on the Legislative Day hosted by Public School Options. Several families attended the event and had the opportunity to speak to legislators about the importance of the school in their lives. The event had been planned weeks in advance but coincided with the floor debate on legislation affecting the virtual charter schools. Dr. Medley updated the board on the standing of that legislation – it passed the House vote and the Senate placed it in the first version of their appropriations bill. All of the important provisions have been retained in the legislative language, so the school is hopeful that this relief will come to fruition helping with withdrawal rate and State testing (which had just been completed by the school).
- b. Testing Update – Mrs. Earnshaw updated the board regarding the EOC/EOG testing. She noted that NCVA utilized 15 testing centers to accommodate our students and the sites were arranged in a manner, which would not require a family to travel more than 55 miles for a test. Each site conducted two sessions per day, one in the morning and one in the afternoon. We had several teachers and students that stayed in hotels during testing. This arrangement accommodated multi-day testing.

Personnel from NCDPI visited five testing sites to observe our practices. We received favorable comments about our process. There were two mentions about procedures, which Mrs. Earnshaw is tracking. Our test participation rate was 98.6%, we are very proud of our families for their efforts in achieving this great accomplishment. 73 of 130 third grade students were proficient and of the remaining 57, we had 16 students scoring within 7 scoring of passing. We had some families that could not afford to travel for testing; we provided taxis and/or gas cards to cover the expenses. We wanted to ensure there were not barriers to testing for our families.

June 15 the tests will be transported to our regional consultant in Wilkesboro for scanning. The test results will be available shortly afterward except English, which will be graded by hand. We expect those grade reports within a few weeks.

Dr. Moody visited a test site and was very pleased with the center.

- c. Finance Committee Update – Mrs. Zambrano highlighted the two meetings conducted by the committee. She noted a work session was utilized to prepare the 2016/2017 academic year budget. Mrs. Struhs joined the discussions and added valuable insight during the preparation of said budget. Further, Mrs. Zambrano highlighted key points in the April and May invoices. Additionally, stating we are tracking well with our budget, and it appears we will end the year with a surplus in fund balance.
- d. Personnel Committee Update – Dr. Moody provided an overview of the process utilized by the committee to prepare to hire staff for the new academic year. The personnel committee gave the administration the authority to offer conditional contracts to staff pending final approval of the board at the next board meeting.

#### V. ACTION ITEMS:

- a. Personnel Recommendations

**ACTION:** Dr. Steve Moody moved to approve the recommendations for staff by administration; the motion was seconded by Cathy Zambrano. The motion passed unanimously.

- b. Conditional Contract Authority

**ACTION:** Dr. Steve Moody moved to give administration the authority to offer conditional contracts to prospective staff pending approval at the following board meeting; the motion was seconded by Dr. Diana Freeman. The motion passed unanimously.

- c. April and May Invoices

**ACTION:** Cathy Zambrano moved to approve the invoices; the motion was seconded by Brenda Robertson. The motion passed unanimously.

- d. Move July 4<sup>th</sup> Board meeting to July 11

**ACTION:** Dr. Steve Moody moved to changing the date of our July meeting to July 11 due to the July 4 holiday; the motion was seconded by Sara Struhs. The motion passed unanimously.

## VI. CHAIRPERSON COMMENTS

End of 1<sup>st</sup>-year remarks – Dr. Moody expressed appreciation to the staff and board members for the efforts in our first year of existence. He noted that we are conducting a search for additional board members and that NC Learns, Inc. would hold a board retreat in the fall.

## VII. ADJOURNMENT

Brenda Robertson had three questions before we closed the meeting:

1. If our school would be participating in Duke TIP?
2. Do we have any McKinney-Vento Students? [MVS]
3. Procedures for records requests.

Dr. Medley said the academic administrators were looking into its participation into Duke TIP. We did, in fact, have some [MVS] and we were accommodating their needs. Finally, the board's attorney is managing the records request that we receive.

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