

DILLARD ACADEMY CHARTER SCHOOL K-8

Board of Education Meeting
Minutes – Regular Session
April 1, 2020
Virtual Meeting
5:00 PM

Board Members in attendance: John Stokes, David Simmons, Thomas Smith, Janet Ward, Mary Kay James, Elizabeth Waters, Hosvan Giron Arias

Board Members not in attendance: Christina Robles

Administrative Staff: Hilda Hicks, Carole Battle, Danielle Baptiste, Pearlie Whitfield

- I. **Call to Order** – The meeting was called to order by John Stokes at 5:00 pm with a quorum of 7 board members present.
- II. **Pledge of Allegiance** was recited by all in attendance.
- III. **Approval of Minutes** – February 11 board meeting minutes were distributed. The board was given time to read them. At 5:10 Elizabeth Wooten motioned to accept the January 14th minutes as presented. Thomas Smith seconded the motion. John Stokes called for a vote. *The vote was 6 in favor and 0 opposed. Motion carried.*
- IV. **Approval of April 1, 2020 Agenda** - Thomas Smith motioned to accept the agenda as written. Janet Ward seconded it. John Stokes called for a vote at 5:15. All were in favor and the agenda was approved.
- V. **Confirmation of Public Notice** – Public notice was confirmed by Danielle Baptiste. Notice was posted on the school website, Face-book, outside on the school marquee, in the Goldsboro New Argus.
- VI. **Acknowledgement of Visitors** – Mrs. Black
- VII. **Statements:** Hilda Hicks read the ethics statement:

Board members are reminded that it is our duty to avoid conflicts of interest and the appearance of conflicts of interest as we handle the work of the Board. Does any member of the board know of any conflict of interest or any appearance of conflict with respect to any matters coming before us at this meeting: If so, please state them for the record. If during the meeting, you become aware of an actual or apparent conflict of interest, please bring the matter to the attention of the chair. It will then be your duty to abstain from participating in discussion on the matter and from voting on the matter.

Mission Statement: To positively provide a safe and quality education with high expectations so that we can excel and grow.

VIII. Principal's Report

- Enrollment is 271. School is closed until May 15, 2020. Ms. Battle our students are our number one priority.
- Childcare (Pre-K) is closed.
- Spring break is April 10 – April 17.
- Administrators met to create an Emergency Virtual Meeting Policy school closure. The end of grading period was moved back to March 13, 2020. Reports card went out to students.
- WCPS meal sites are sponsoring free lunches while school is out.
- The Remote Learning Plan. Teachers have virtual office hours 9-1. Work packets are being sent home to students.
- Ms. Bryant work with staff to create Class web-pages, Class Dojo communications, online classes, and iReady. These are ways DA teachers are communicating and teaching our students. DA is also offering parent and child activities.
- The Remote staffing plan must be completed and sent to administrator. The completed sheets records what staff is doing daily working from home.
- Employment and FMLA option. The State of Emergency Leave policy approved by the board will allow districts to continue to pay and provide benefits to eligible staff who cannot work remotely, who have childcare or elder care needs, are at high risk of COVID-19 and others. Up to 168 hours of paid State of Emergency Leave may be granted by districts or schools for the period between April 1 and April 30.
- State Accountability issued a Federal Waiver for no End of Grade testing this year.
- COVID19 Grading Policy (EOY grading based on cumulative grade as of 34d Qtr report card March 13) plus any assignments completed once in school instruction starts back. SBE guidance n remote learning stresses student engagement over evaluation and allows schools to evaluate student performance in grades k-5 or assign grades for students in grades 6 thru 11 only if a class or course meets a number of conditions, including equitable access, consistent communication between the teacher and students and evidence of student learning. In our case we are tracking participation in a variety of ways to ensure equity. We are not yet sure we are yet reaching all of the students, but if we do participation “grades” can only positively affect the final grade.

IX. Director's Report

- Mrs. Hicks stated "DA has exceptional staff"
- Total revenue is at 25.85%. DA will have \$50K in the fund balance this year. We have finally received federal funds. These funds will help the State revenue short fall, because the Federal funds have been released.
- Due to COVID19 Federal Government is offering SBA loans. These loans are low interest rate, no collateral needed, and could be forgivable and excusable, if it is used for salaried staff payroll. Mrs. Hicks would like to apply for the loan and asked the board permission to do so. The board discussed the matter and agreed.
- *On April 2 at 5:35 pm John Stokes called for a motion. Thomas Smith motioned DA to apply for Small Business loan. Mary K. James seconded the motioned. John Stokes called for a vote 7 yes 0 no. Motion carried.*

X. Operation Director's Report.

- The elevator is now working. Electrical inspector is coming out to inspect the elevator this week.
- DA has received additional NC State funds \$11,765.00 through PRC 154 allotment. This allotment will pay for devices, hotspots, cleaning costs, software, remote learning supplies and materials. Additional USED mini grants will be available.
- DA has received \$11,000 for the Read to Achieve program for K-2.
- DPI is offering \$11,000 summer grants for summer camp programs. Summer school plans for grades 3-8 must be submitted.
- Donors Choose is a website for teacher to raise money for their classroom and supplies through donations. Mrs. Gaines through Donors Choose has been fully funded.
- Office of Charter Schools (OSC) performance framework reviewed DA's policy updates. OSC did not approve DA admission lottery policy. Ms. Danielle presented new admission lottery preference policy to limit priority not to exceed 15% for staff and board families.
- *On April 1 at 6:15 Thomas Smith motioned to accept the new admission lottery preference to limit priority not to exceed 15% for staff and board families. Kay James seconded it. John Stokes called for a vote 7 yes 0 no. Motion carried.*
- Child Nutrition – Preferred Meals nutrition contract is ending. Because of the poor service, DA decided to use the opt-out option. DA advertised in the News Argus for new nutrition service

contract. K & W was the only bid we received for the breakfast, snack, and lunch contract. The staff had a taste party from K & W.

- Health and Wellness during COVID 19 tips for staff:
 - a. If you are feeling sick – self isolation stay home for 14 days.
 - b. If you have to go out remember to keep social distancing.
 - c. Keep your hand washed.

XI. Human Resource Report

- The Administration offices are open on Monday's and Thursday weekly. The rest of the week we are working from home.
- Staff members are receiving their pay stubs threw the LINQ website.

XII. Dean of Students Report

- Thomas Smith and staff volunteers from DA delivered food donation to the Salvation Army. The Salvation Army representative stated "Dillard Academy is a major community sponsor".
- DA maintenance staff is doing a great job keeping school building cleaned and sanitized during the COVID-19 outbreak. Danielle Baptiste mentioned most of the support staff is hourly and they work from 9 to 1 each day keeping the school clean.
- Stress training was offered to staff. Dr. Williams from Positive Influences would help if needed.

XIII. Next Meeting – May 12, 2020 – (last meeting)

XIV. Virtual Meeting Adjourned at 7:15 pm.