

**Dillard Academy Charter School
Board of Education Meeting**

Tuesday December 5, 2023

Minutes

5:00 p.m.

Board Members in attendance: Janet Ward, Thomas Smith, Mary Kay James, Hosvan Giron Arias, Christine Robles, Mary Daughtry.

Board Members not in attendance: Cheryl McCullough

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

- I. Call to Order- Janet Ward called the meeting to order with a quorum of 6 members at 5:00 pm.
- II. Pledge of Allegiance - was recited by all in attendance.
- III. Approval of November 8, 2023 Minutes- The minutes of the November 8, 2023 board meeting minutes were distributed. The board was given time to read them. At 5:10 pm, Janet Ward called for a motion to accept the November 8, 2023 minutes as written. At 5:11 pm Christine Robles moved to approve the minutes as written and Mary Daughtry seconded the motion. Janet Ward called for a vote 6 yes 0 no. Motion carried.
- IV. Approval of December 5, 2023 agenda - Janet Ward called for a motion to approve the December 5, 2023 agenda. At 5:15 pm Hosvan Arias moved to accept the December 5, 2023 agenda and Christina Robles seconded the motion. Janet Ward called for a vote 6 yes 0 no. Motion carried.
- V. Public Notice - Carole Battle reported the notice of the December 5, 2023 board meeting was posted on Facebook, the Goldsboro Daily News, and Remind.com.
- VI. Acknowledgement of visitors/Comments - None.
- VII. Statements: Mary Daughtry recited the conflict of interest statement.
Conflict of interest statement - Board members are reminded it is your duty to avoid conflicts of interest and the appearance of conflicts of interest as we handle the work of the Advisory 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 course of 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.

The Mission Statement - Christine Robles recited the mission statement -To positively provide a safe and quality education with high expectations so that we can excel and grow.

VIII. Principal's Report - Carole Battle

- The current enrollment is 250.
- The second progress report had 89% passing and 11% failing.
- Student awards: Principal's List (26) A/B Honor Roll (53) Perfect Attendance (20).
- DA had its Consolidated Federal Audit on November 30th. We have 30 days before they send their findings, but we could receive it earlier. They did a tour of the school, had interviews with parents and selected teachers. Mrs. Baptiste sent required documentation prior to the meeting.
- Teachers did American Education Activities during American Education Week.
- Student attendance is improving.
- Sports: The girl's basketball team won their game last night. The boys have yet to win.
- Ms. Battle ended her report by quoting. "Just remember the true spirit of Christmas lies in your heart-Santa, the polar express."

IX. Assistant Principal's Report - Tasha Adams

- Discipline Report - For the month of November we had 15 Classroom referrals, which includes disrespect and disruption (5) pushing/hitting (4) kicking (10) cell phone (4) Profanity (1)
- Bus referrals (9) includes hitting on bus (5) Disrespect (1) Standing on the bus (3)
- Total number of referrals for the month of November 2023 was 24.

Budget Report - Danielle Baptiste

- As of October 31, 2023, 73.02% of budgeted funds was left with 8 months left in the fiscal year. Budget balance of \$156,088.52 allows us to use the state funds allotted for staff supplements as they were intended.
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Category	Appr%
Admin 1 (principal * Op Director	7%
Admin 2 (AP)	7%

Teachers	7%
DOS & HR, Tech & Teacher Subs	3.5%
Office	4%
Classified	2.5%
Part-time	1.75

- Equal a total of \$65,500, \$63,212 specifically allotted for supplements. To be paid December, if approved tonight.
- At 5:25 pm Janet Ward called for a motion to approve the December 2023 staff supplement. Mary Kay James moved to approve the December staff supplement and Mary Daughtry seconded the motion. Janet Ward called for a vote. 6 yes 0 no, motion passed.

X. Governance

- Dillard Academy 25th year celebration to be hosted at Walnut Creek or HV Brown Hall June 1, 2024. Other suggestions were being accepted. The subcommittee will set the date and time to meet.
- The board was asked to sign the conflict of interest statement.
- Revised School Calendar - Carole Battle asked the board to approve a revised 2023-2024 school calendar change. To allow students to return back to school from the Christmas break on January 4, 2024 instead of January 2, 2024. We have enough hours built into the calendar so that this change will not affect the required state hours needed for a school year.
- At 5:52 pm Janet Ward asked for a motion to approve the School Calendar Change to allow students to return back to school on January 4, 2024. Hosvan Arias moved to accept the change of the school calendar to allow students to return back to school on January 4, 2024 and Mary Daughtry seconded it. Janet Ward called for a vote 6 yes 0 no motion carried.

XI. Central Services Report

- The Consolidated Federal Programs audit was completed November 30, 2023. We are awaiting the final report, but we had no negatives based on their visit (Julie Hill and Charles Alexander, NCDPI.)
- CN Technical Assistance Visit - November 14, 2024. Shout out to Ms. Lorraine, Whitfield and Battle for hosting the visit. There were minor claiming discrepancies (less than \$100, no repayment required). She will return in January. Recommendation: Return students back to the cafeteria.
- LIEP plan for our English Learners was submitted through Epicenter.

- The Transportation Reimbursement grant is open. It's due December 30, 2023. It must be signed by the Board Chair and Principal. Eligibility = 50% free lunch student population, using transportation to further the original mission of the school. Must turn Account history reports YTD for fuel, vehicle maintenance, and transportation salaries.

XII. Community Involvement

- Shop-With-A-Cop - 14 Wayne County families were chosen to participate in this program. Each student was able to spend up to \$40 at Walmart Store.

XIII. Next Meeting February 6, 2024 at 5:00 pm.

XIV. Motion to Adjourn: Janet Ward called for a motion to adjourn the meeting. At 6:30 pm Mary K. James moved to adjourn and Hosvan Arias seconded it. The motion was unanimously passed.