

DILLARD ACADEMY CHARTER SCHOOL K-8

Board of Education Meeting
Minutes – Regular Session
May 12, 2020
Virtual Meeting
5:00 PM

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

Board Members not in attendance: Christina Robles, David Simmons

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** – April 1, 2020 board meeting minutes were distributed. The board was given time to read them. At 5:10 Thomas Smith made the motion to accept the April 1st minutes as presented. Mary Kay James seconded the motion. John Stokes called for a vote. *The vote was 7 in favor and 0 opposed. Motion carried.*
- IV. **Approval of May 2, 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 May 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 Daily News, Class DoJo, and streaming on the internet.
- VI. **Acknowledgement of Visitors** –
- VII. **Statements:** Mary Kay James 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: Thomas Smith: To positively provide a safe and quality education with high expectations so that we can excel and grow.

VIII. Principal's Report

- The School Lottery will be held between May 15 through May 22. Ms. Battle mentioned Wayne Prep. held its lottery on May 11.
- Thomas Smith led the webinars pertaining to Trauma Informed Resilient School professional development for staff. All staff received certificates after completing and passing the course.
- The 3rd 9 week Awards were mailed to students. Certificates were also posted on social media.
- Grade band and Specials remote learning updates: Parents were given contact information for their child's teacher. Activities were posted online. The third grade team focused on the Park and Learn program for all DACS students. Each grade band posted their informational video on Facebook for social media contact.
- COVID19 Grading - All Elementary students will receive a NG19 comment and will receive a written feedback in lieu of grades via a locally determined method. Middle schoolers receive a PC19 comment. Student grades will not be negatively affected this year.
- Park and Learn is being used all around North Carolina. 2 families came to Dillard Academy for Park & Learn this week.
- DA has 24 graduates this year. 3 of DA students have been accepted to Wayne Academy. Graduation will be held May 29 at 10:00 am. The celebration will be a drive-through. Graduates will receive a photo, certificate, gift bag, 2020 tassel. Invitations will be mailed out.
- DA Logistic teams made sure all students have their math and reading books at home. If they did not, the team delivered the books to them at home.
- The Re-Opening after COVID-19 checklist. 1. Prepare the school facility. 2. Create and communicate a social distancing plan. 3. Promote staff and student sanitation and hygiene. 4. Monitor staff and student health. 5. Provide enhanced learning supports. 6. Create an emergency plan for future outbreaks.
- Next year school will begin for students on August 17 through June 11. Staff will begin August 3 and the annual retreat will be on August 4-5.
- Facilities - The cafeteria, hallways, stairs, upstairs, and annex was painted and cleaned. The multi-purpose room floor was replaced with tiles.

- Some safety suggestions regarding the re-opening were presented, a plastic glass in the front office, some type of glass divider in the hall by the office, and a hand sanitizer station. Ms. Battle was not exactly sure about what will happen next school year. “We are waiting to hear from the State, at this time.”
- At 6:38 pm Thomas Smith called for a motion, ”to move forward with protective equipment, glass door and window in the front office. Hosvan Giron seconded it. John Stokes called for a vote. 6 yes 0 no. Motion carried.

IX. Director’s Report

- Mrs. Hicks stated “DA is blessed to have this dedicated staff while going through the COVID19 epidemic.”
- Budget balance is at 16.18% with another month and a half to go.
- DA received an SBA loan for \$11,600.00 and a COVID-19 Federal sub grant for \$122,000.

X. Operation Director’s Report.

- Federal grants submissions: Title I, II (teacher quality), IV, VI, ELISS, and 21CCLC. Ms. Battle thanked Danielle for completing and submitting all those grants.
- Child Nutrition contract -Preferred Meals contract has ended. The bid from K & W cafeteria came in slightly higher, but the quality of food is better. They will serve breakfast and lunch, and snacks. DA will continue to serve our Foster Grandparents lunch.
- Childcare closed when traditional school closed. There is no money for childcare right now. If the childcare re-opened we would need at least 10-12 students. It would cost \$100 per week. The guidelines to re-open is cleaning and monitoring.

XI. Human Resource Report

- The Administration offices are open on a limited schedule on Mondays and Thursday weekly. The rest of the week office staff are working from home.

XII. Dean of Students Report

- The Logistics staff has contacted DA parents by telephone and went to their homes to deliver student supplies.
- Setting up the school for next year will take a lot of effort, but we can do it. The custodial staff is doing a great job keeping the school clean and sanitized..

- The guardians and parents are not responding well with the efforts to contact the school with change of addresses.
- Trauma Informed Resiliency training is being completed by staff. The staff learned how to deal with student trauma.

XII. Next Meeting – August 11, 2020

XIII. Virtual Meeting Adjourned at 7:15 pm. Motioned by Wooten. Seconded by Smith