

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

Wednesday, November 8, 2023

Minutes

5:00 p.m.

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

Board Members not in attendance: Thomas Smith, Mary Daughtry **Administrative Staff:** Carole Battle, Danielle Baptiste, Tasha Adams, Pearlie Whitfield

- I. Call to Order- Janet Ward called the meeting to order with a quorum of 4 members at 5:04 pm.
- II. Pledge of Allegiance - was recited by all in attendance.
- III. Approval of October 3, 2023 Minutes- The minutes of the October 3, 2023 board meeting were distributed. The board was given time to read them. At 5:08 pm, Janet Ward called for a motion to accept the October 3, 2023 minutes as written. At 5:09 pm Mary K. James moved to approve the minutes and Christina Robles seconded the motion. Janet Ward called for a vote 4 yes 0 no. Motion carried.
- IV. Approval of November 8, 2023 agenda - Janet Ward called for a motion to approve the November 8, 2023 agenda. At 5:18 pm Hosvan Arias moved to accept the November 8, 2023 agenda and Mary K. James seconded the motion. Janet Ward called for a vote 4 yes 0 no. Motion carried.
- V. Public Notice - Danielle Baptiste reported the notice of the November 8, 2023 board meeting was posted on the New North South, Facebook, and the Goldsboro Daily News, Parent Newsletter.
- VI. Acknowledgement of visitors/Comments - Henry Smith, Dillard Academy's school attorney.
- VII. Statements: Pearlie Whitfield 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 - All in attendance 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

- The current enrollment is 253.
- During the month of October all students were involved in anti-bullying activities.
- The first nine week report cards were issued on October 27, 2023. - Awards Day was 11/3/2023 - held in classrooms.
- The Goldsboro Continentals did a Red Ribbon Activity with one of the 3rd grade homerooms.
- We observed Breast Cancer Awareness Month: Staff wore pink, refreshments in the lounge and breast cancer ribbons and other items were given to the staff.
 - The Wayne County Public Library provided PD for our teachers about online services they could provide for our staff and students.
- Two of our teachers will be teaching a technology class in the community through Dillard Alumni and Friends. It will be held at HV Brown Center. - Teachers are involved with intense PD on Instructional practices that work.
- Our kindergarten and 7th grade immunizations have been turned into DPI. - Staff donated to the United Wayne. The school Improvement. The team meets twice a month and we are up to date on our task. The dates are posted on the webpage.
- We have an attendance team; we call parents to see why students are absent and our attendance is improving.
- Our survey with parents, as a result of our online meeting, indicated they would like to continue meeting online on a variety of subjects.
- Our country this month is Japan for Global Studies
- Students are doing well and student behavior continues to improve. - Ms. Battle informed the board of the goals for the Self Study.
 - Goal # 1 Improving reading comprehension and basic literacy to reach 55% proficiency by 2025.
 - Goal # 2 To maintain financially sound audits each year.
 - Goal # 3 Re-implement a School Improvement plan through Indistar.
 - Goal # 4 Improve School Performance Grades to a C by 2025.
- Janet Ward asked are we still having after school? Yes, and after

Christmas we will be having math tutoring during day school. At 5:40 Janet Ward called for a motion to approve the Self Study Plan. Mary Daughtry made a motion to approve the Self Study Plan and Mary Kay James seconded it. Janet called for the vote 4 yes and 0 no. Motion carried.

Ms Battle ended her report by saying. "Learning and teaching should not stand on opposite banks and watch the river just flow by: instead they should embark together on a journey down the water.

IX. Assistant Principal' s Report

- Discipline occurrences for the month of October 2023. Social media (2), Profanity (5), Hitting/Pushing (19), Cell phone (11), Bus incidents (11), Disruptive behavior (6), Hostile/aggressive behavior (1), Dress code violation (1). The total number of incidents was 56.
- Ms. Battle has had quality staff development with teachers in the area of classroom management. Teachers review rules and procedures with students.
- Buses and vans are full. Drivers are doing an outstanding job picking up and dropping students to and from school. Still doing a double route in the afternoons.
- In the area of testing, we have had four more students pass the RtA or and will have the reading retained label removed. We have also had more 4th graders who will have the reading retained label removed because they scored at least a 725 Lexile level or better on the mClass assessment.

Budget Report

- The budget balance was at 76.88%, total expenses 83.22%, and a surplus of \$1,313.70.
- We finally received the state allotment.
- The afterschool program received its instructional technology software through Federal ESSERS funding.
- Our consolidated federal grants have been approved.
- At 5:45 pm Janet Ward called for a vote to approve the September 2023 budget. Mary Kay James motioned to approve the September 2023 budget and Mary Daughtry seconded the motion. Janet Ward called for a vote. 4 yes 0 no, motion passed.

X. Operation Director's Report

- Our discipline plan is a 4 step plan. Re-engaging with positive influence. Mrs. Ward asked who manages Positive Influences? Tiffany McDowell. Daughtry do we send letters home to parents with students regarding low performance? Yes. We send home progress reports, report cards, diagnostic assessment reports and individual student report from State mandated assessments. We also have a comprehensive improvement plan using Indistar.
- Enrollment policy: no change from last year
 - . Plan will be submitted to the Office of Charter Schools through Epicenter.
 - As of October 2023 we are not accepting any new students.
 - Students of staff, board members, students with parents or siblings who competed the highest grade level at DACS, and students coming from other charter schools have preference with enrolling new students.
- Federal Audit: Financial review of PRC 163 bonuses given in 2021-2022 school year.
- 5 Year Consolidated Federal Program Monitoring - November 30, 2023. During the audit, parents, staff and board members will be interviewed. Documents to be submitted no later than Nov 23, 2023.
- Child Nutrition: Technical Assistant review on November 14, 2023. They will also review eating lunch in the classrooms.

XI. Community Involvement

- The Harvest Outreach - Woods Chapel
- Dillard Academy will participate in the Empty Stocking Fund

XII. Next Meeting December 5, 2023 at 5:00 pm.

XIII. Motion to Adjourn: Janet Ward called for a motion to adjourn the meeting. At 6:00 pm Mary K. James moved to adjourn and Christine Robles seconded it. The motion was unanimously passed.