

Dillard Academy Charter School

Board of Education Meeting

Minutes Regular Session

April 13, 2021

5:00 PM

Virtual Meeting

Board Members in attendance: Janet Ward, Thomas Smith, Mary K. James, Hosvan Arias, Christina Robles

Board Members not in attendance: Mary Daughtry

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

- I. Call to Order – Janet Ward called the meeting to order at 5:00 pm with a quorum of 5 board members present.
- II. The Pledge of Allegiance was recited by all in attendance.
- III. Approval of March 9, 2021 minutes. The board was given time to review the March 9th minutes. (At 5:05 Thomas Smith Mary Kay James motioned to accept the March 9th minutes as written. Mary James seconded it. Janet Ward called for a vote 6 in favor and 0 no. Motion carried).
- IV. Approval of April 13, 2021 agenda at (5:08 Thomas Smith moved to accept the agenda as written. Mary Kay James seconded it. Janet Ward called for a vote 7 in favor and 0 no. Motion carried).
- V. Confirmation of Public Notice of Meeting - Ms. Baptiste reported that the board meeting was posted on Goldsboro Daily News, DA website, Facebook, and Class Dojo.
- VI. Acknowledgement of Visitors/Comments. Toya Taylor,
- VII. Statements were read by Danielle Baptiste
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.

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
 - Current enrollment is 268 including 7 Pre-K students.
 - Student engagement - Power hour is at 1:30 -2:30 M-Th.
 - Students K-5 and Pre-K have returned for person to person instruction. 6th through 8th grade are hybrid/ Gold and Blue week. EC 6 -8 are allowed to attend every week. Students attend Monday through Thursday and staff have a workday/PD on Fridays and custodians do the deep cleaning. Effective April 12, a new schedule will be in place 8:30 am - 3:00 pm. Teachers have a planning period from 7:30-8:30 am.
 - Jermaine South has been voted Teacher of the Year and Will Baptiste along with Bernice Simmons were voted Instructional Assistants of the Year. They received a gift basket and a small repast in the multipurpose room.

Professional Development

- Ms. Battle explained the meaning of high expectations in the Mission Statement.
 - Convey confidence in your student
 - give opportunities to contribute
 - provide high level of support
 - teach about growth mindset
 - focus on effort
 - ask students to try again
 - express unconditional positive regard
 - provide difficult but achievable tasks
 - identify causes of poor quality work
 - be a role model and only praise behaviors that are praiseworthy
 - Core values at Dillard Academy are Learning, empathy, Excellence, A sense of Community, Loyalty, Leadership and Health, Respect, diversity, and Integrity. Positivity and safety were added to the list. Ms. Battle added if staff lead by example students will pick-up on it.
- DA school wide Discipline-Expectations was put in place last year.
- Mobile Library - Ms. Parker has been taking books to the classroom for students on Thursdays.
- The EC Department shared strategies for teaching students with disabilities, our IEP's and 504's are on schedule.
- Kindergarten registration is scheduled for Friday April 23, 2021 from 9am-5pm.
- Tutoring: IA's support staff and Kinetic Minds, tutor reading, math, and science which will help with the EOG testing.
- Fire drills are done monthly.
- May 3, 2021 is Teacher Appreciation Week.
- Report cards were mailed, and awards were sent out in packets. DA had 9 students who made the principal's list and 56 students made the honor roll.
- *Hosanna Arias asked "How many students are in person"? Out of 268 students, 100 are still virtual.*
- DA renewal site visit was April 8, 2021. The visit was virtual. A video was sent to Shaunda Cooper. The video consisted of:
 - Comments from parents
 - Teachers
 - Students
 - Administrators
 - School data (growth, subgroups, testing)
 - Shaunda Cooper posted the virtual visit video on her website(The Scoop with Dr. Coop).
 - The board was shown the video in its entirety. Ms. Ward said the video showed what DA was all about and was pleased with Ms. Battle's leadership.
- *At 5:35 pm Thomas Smith moved to accept the Principal's report as presented and Mary James seconded it. Janet Ward Call for a vote 5 yes and 0 no. Motion carried.*

IX. Director's Report

- Budget report – Mrs. Hicks quizzed the board regarding 3 major revenue funding sources.
 1. 29.46% State revenue left in the budget.
 2. 54.69% Federal revenue left in the budget.
 3. 37.63% Local revenue left in the budget.

4. Expenses are at 37.68%
5. DA has a surplus of \$80,005.96
6. DA received additional funding from COVID. The Finance Committee will meet to decide how and where to spend the additional funding.

- Facility - The building and grounds committee should meet soon regarding the 400 Bldg.
- *After discussion, at 5:55 Thomas Smith moved to accept the budget report as presented and Hosvan Arias seconded it. Janet Ward called for a vote. 5 yes and 0 no. Motion carried.*

X. Operations Director's Report

- New COVID funding application due date is May 7th.
- Child Nutrition (CN) Administrative audit review is virtual this year. All schools during the summer will use the SFS feeding programs.
- DA is applying for Title VI EC grant.
- Accountability - EOG will be May 24 through June 4. All 3-8 grades will have in-person testing. Charter schools do not have to have summer programs, but Dillard Academy will.
**At 6:00 pm Thomas Smith moved to accept the operations Director's report as presented Christina Robles seconded it. Janet Ward called for a vote. 5 yes and 0 no. Motion carried.*

XI. Governance

- Board members who want additional board training can visit the Office of Charter Schools (OCS) website.
- During DA's staff annual retreat sometime in August, there will be a governance training.
- Renewal Training - Dr. Shaunda Cooper of the Office of Charter Schools. The date has not been decided.
- Janet Ward asked, "Do we have a date when a decision will be made on DA's renewal"? No date yet. We will have to go face to face with the Advisory Board first.

** At 6:15 pm Thomas Smith moved to accept the Governance report as presented and Christina Robles seconded it. Janet Ward called for a vote. 5 yes and 0 no. Motion carried.*

XII. Human Resource - No report

- Temperature checks are done daily. Everyone who enters the building must get checked.

XIII. Technology

- William Baptiste reported that DA is 100% one to one computer to all students.
- DA has upgraded and purchased a new server. Teachers are using Windows 10.
- DA have been approved for Erate during the 2021-22 school year.
- *At 6:20 pm Mary James moved to accept the Technology report as presented and Thomas Smith. Janet Ward called for a vote. 5 yes and 0 no. Motion carried.*

XIV. Parent/Community Involvement Report

- Parents are conforming to the new schedules.
- New discipline policies are being reviewed daily with students.
- Danny King's One to One program has donated another round of food boxes for staff and students.
- Janet Ward praised Thomas Smith for a job well done, Mr. Smith said it was because of the leadership of our principal Carol Battle.

- *At 6:25 pm Thomas Smith called for a motion to accept the Parent/Community Involvement Report as presented and Christina Robles seconded it. Janet Ward Called for a vote. 6 yes and 0 no. Motion carried.*

XV. Next Meeting – May 11, 2021

XVI. Motion to Adjourn at 6:30 pm