

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

Minutes

Tuesday, August 2, 2022

11:00 a.m.

Board Members in attendance: Janet Ward, Thomas Smith, Christina Robles, Mary Kay James, Mary B. Daughtry, Hosvan Giron-Arias, Cheryl McCullough.

Board Member not in attendance:

Administrative Staff: Carole Battle, Danielle Baptiste, Alan Williams, Pearlie Whitfield, William Baptiste

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- I. Call to Order- Janet Ward called the meeting to order at 11:11 am.
 - II. Pledge of Allegiance - was recited by all in attendance.
 - III. Approval of June 7, 2022 Minutes- The minutes of the June 7, 2022 board meeting were distributed. The board was given time to read them. Janet Ward called for a motion to accept the June 6 minutes. At 11:14 am Christina Robles moved to approve the minutes and Hosvan Arias seconded the motion. Janet Ward called for a vote 7 yes 0 no. Motion carried.
 - IV. Approval of August 2, 2022 agenda - Janet Ward called for a motion to approve the August 2, 2022 agenda. At 11:16 Mary K. James moved to approve the August 2, Agenda and Mary B. Daughtry seconded the motion. Janet Ward called for a vote 7 yes 0 no. Motion carried.
 - V. Public Notice - Notice of the August 2, 2022 board meeting was posted on Facebook, DA website, and the Goldsboro Daily News.
 - VI. Acknowledgement of visitors/Comments - No visitors attended the meeting.
 - VII. Statements: Hosvan Arias 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: Christina 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

- Charter schools are a public school of choice.
- Enrollment as of August 1, 2022 is 283 students and 11 withdrawals. Administration had projected 270 students for the upcoming school year. We are 34 students over projected enrollment.
- Dillard Academy Leadership Team had their retreat July 28, 2022 in the multi-purpose room. Ms. Battle was very pleased with the interaction between committee members and Janet Ward, our board chair.
- All staff are in place for the next school year with the exception of an instructional Assistant. North Carolina has a teacher shortage.
- We will have a virtual teacher in the 7th grade for a half day in ELA.
- Open house will be Wednesday, August 24, 2022 from 1:30 pm to 7:00 pm in person.
- Postcards will be mailed to parents on August 8, 2022 regarding teachers, homerooms, school bus assignments.
- Kindergarten's orientation will be virtual for parents and students on August 8, 2022..
- August 29, 2022 is the first day of school from 7:35 am to 3:25 pm. Formal instruction begins at 8:00 am. Classrooms will have between 15-18 students per class.
- Carole Battle, Danielle Baptiste, Alan Williams, and William Baptiste attended the NC Charter Conference in Washington D.C. for planning, Resources and building relationships.
- i-Ready books are available for use 25 minutes a day, twice a week.
- The State Board of Education meets August 31, 2022 to formally announce E.O.G. scores.
- This year's theme "The Road to Success is Under Construction" will consist of many programs to help the school reach success.
 - Magnetic reading
 - iReady
 - Study island
 - Journey's
 - USA Test Prep (we've scored the highest
 - NC Check-ins
 - Lesson Planning
 - M-Class
 - Jumpstart
 - EOG

- Professional Development partner Dr. Shaunda Cooper (Consultant)
- Janet Ward asked, "what is magnetic reading?" Magnetic reading is a new reading program for grades K-2 replied Carole Battle.

IX. Assistant Principal's Report

- The SBE will meet August 31, 2022.
- 100% of Dillard Academy students have been tested.
- Growth Factors- NC Check-ins grades 5,6,7,8, EOGs, State tests reading & math. We also use formative assessments.
- RTA has removed all local pathways with the exception of BOG, EOG, and Mclass.
- Carole Battle mentioned Mr.Olliver and Mrs. Wilson had high growth for the 2021-2022 school year. They both received bonuses.
- School bus training is August 15, 2022 at School Street School.
- Dillard Academy has purchased bus route software. This will help improve bus route efficiency. We have 5 school buses that will run, but we are short of bus drivers.
- The pay rate for bus drivers is \$15 per hour.
- Carole Battle thanked Alan Williams and Thomas Smith for riding the route.

X. Facilities Report

- The 400 building has been demolished.
- All Floors on campus have been cleaned, waxed, and buffered. Dillard Academy has purchased a floor buffer.
- The floors and bathrooms are future renovations in the school.

XI. Budget Report

- The initial 2022-2023 budget was reviewed. At this time, the anticipated remaining Fund balance is \$520,960.72. Thomas Smith was impressed with the Fund balance. The August budget will be reviewed and voted upon during the September meeting.
- The annual fiscal audit is scheduled for August 18, 2022.

XII. Operations report

- Dillard Academy received a bus grant for the 2022-2023 school year.
- Some classified employees' pay will increase to \$15.
- Teachers will receive a pay increase up to 4%.
- The Principal's pay may increase 3% and other personnel.
- Performance bonuses were given.

- School improvement grants
- **(Consolidated grant use of funds)** Danielle Baptiste informed the board the use of the Consolidated grant. It will be used for the reduction of class sizes, teachers, and highly qualified instructional assistants in the upper elementary. Janet Ward called for a motion to approve the use of the Consolidated grant funds for use of class size reduction and instructional assistance in the upper elementary. At 1:33 pm Thomas Smith moved to approve the use of the Consolidated grant funds for use of class size reduction and instructional assistants in the upper elementary and Hosvan Arias seconded the motion. Janet Ward called for a vote 7 yes 0 no . The motion passed.
- The cost to demolish the 400 building was \$45K. A&K Grading Company was used to demolish the building.

XIII. Technology/Athletic Report

- DACS is updated with its CIPA compliance with E-rate
- A new program has been added to help teachers monitor student online activities in the classroom.
- DACS concussion policy was tabled until the next meeting.
- Sports physicals for student athletes are due on August 29, 2022.
- Insurance was purchased for student athletes.

XIV. Governance Approved policies

- **(2022-23 Board meeting dates)** The board decided to keep meetings on the first Tuesday of each month. Janet Ward called for a motion to keep board meetings on the 1st Tuesday of each month. At 1:05 pm Mary B. Daughtry moved to keep the board meetings on the 1st Tuesday of the month and Mary Kay James seconded the motion. Janet Ward called for the vote 7 yes 0 no. Motion carried.
- **(Masking Policy)** Ms. Battle strongly encourages that staff wear masks this school year and that the board approves a policy that states that. Hosvan Arias thought that was a good idea Janet Ward called for a motion to strongly encourage staff to wear a mask during the 2022-2023 school year. At 1:11pm Mary James moved to accept the policy that strongly recommended that Dillard Academy staff wear a mask during the 2022-2023 and Hosvan Arias seconded the motion. Janet Ward called for a vote 7 yes 0 no. Motion passed.

- **(Technology policy)** Mr. Baptiste asked the board to approve several addendums to the technology policy.
 - Damage & loss clause - for students who maliciously damage or lose their devices.
 - Only allow specific programs or the ability to visit specific websites.
 - The ability to charge a parent for repair of a device.
 - Monitoring Student activities while they are online during class.

- Janet Ward called for a motion to approve the technology policy with new addendums added.. At 1:15 pm Hosvan Arias moved to accept the technology policy with new addendums added and Thomas Smith seconded it. Janet Ward called for a vote. 7 yes and 0 no the motion was carried.

- **(Attendance Policy)** Carole Battle recommended Dillard Academy Charter School follow Wayne County Public School's Attendance policy. If a student misses more than 20 days of school during the school year he/she will not pass to their next grade. Parents will be notified by receiving a 3, 6, and 9 day absentee notification letter. Parents can even be taken to court regarding high student absences. Janet Ward asked for a motion to follow WCPS attendance policy. At 1:21 pm Hosvan Arias moved to adopt WCPS attendance policy that retains a student if he/she missed 20 days or more during the school year and Christina Robles seconded the motion. Janet Ward called for a vote 7 yes 0 no. Motion carried.

- **(Discipline policy)** Carole Battle recommended that Dillard Academy revise it's Discipline policy to mirror WCPS Discipline policy. Janet Ward asked for a motion to mirror WCPS Discipline policy. At 1:28 Hosvan Arias moved to mirror Wayne County Public School's Discipline policy and Mary James seconded it. Janet Ward called for a vote 7 yes and 0 no. Motion carried.

- **(Personnel policy)** Danielle Baptiste informed the board that DPI has sent a list of revoked North Carolina teaching licenses. Now, HR still has to do a background check and now check the License Revocation List to ensure the new hire is able to work as a licensed teacher. Danielle Baptiste asked the board to accept the new hiring policy for licensed teachers. Janet Ward asked for a motion to accept the new hiring policy.

At 1:34 pm Christina Robles moved to accept the new hiring policy by checking the Revocation list for licensed teachers and Hosvan Arias seconded it. Janet Ward called for a vote 7 yes and 0 no. Motion passed.

XV. Community Involvement Report

- The SEL data collected is used to share with positive Influences. Our mental health organization that deals Dillard Academy's students with problems. Mental health is a priority at DACS to promote success.
- Four staff members attended the National Night Out.
- On August 9, 2022 6 staff volunteered with the feeding program at
- Staff is encouraged to give to the United Way.
- Dillard Academy has received an SRO grant again. We have signed the MOU and continue to use Officer Davis as security.

XVI. Next Meeting September 6, 2022

XVII. Motion to Adjourn