

Dillard Academy Charter School

Board of Education Meeting

Minutes Regular Session

March 9, 2021

5:00 PM

Virtual Meeting

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

Board Member not in attendance:

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 6 board members present.
- II. Pledge of Allegiance was recited by all in attendance.
- III. Approval of January 12, 2021 minutes and February 8, 2021 Called Meeting minutes– The board was given time to review both minutes.
(At 5:07 Mary Kay James moved to accept the January 12 minutes and February 8 Called minutes as written. Thomas Smith seconded it. Janet Ward called for a vote 6 in favor and 0 no. Motion carried).
- IV. Approval of March 9, 2021 agenda at (5:10 Thomas Smith moved to accept the agenda as written. Mary Kay James seconded it. Thomas Smith 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 DA website, Facebook, and Class Dojo.
- VI. Acknowledgement of Visitors/Comments. Sandra Gaines and Jo Ann Bowen.
- 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.
 - Student engagement - Power hour is at 1:30 -2:30 M-Th.
 - The At-Risk Survey was completed and turned into the Department of Education.
 - The Goldsboro Continentals provided breakfast for the staff on February 15th.
 - Deeper Life Church Ministry: provided lunch for the staff on February 24th in the multi-purpose room.
 - Black History Activities: the students did role playing, and researched people, made presentations, staff wore black history or African attire.
 - Pre-K had their virtual site visit, and had no reported violations or citations.
 - Tutoring for math, science and reading is offered on M-Th using our Instructional assistants and Kinetic Minds.

- Staff abbreviated observations are on track. The observations on the comprehensive ones should be done by April. Finally, by mid-May the summative observations will be done.
- In the month of February, teachers did 223 parent conferences.
- We're sending out Packets: Instructional, tutoring and Power Hour.
- The NC Safety Survey is completed. DA was able to secure a deputy 4 hours a day.
- Renewal visit is April 8th virtually. Dr. Shaunda Cooper will lead the renewal process. Administration, 2 representatives from the board, selected teachers and Parents will attend the meeting. Dillard Academy will present a video for the virtual meeting.
- Weather awareness: DA had a state-wide tornado drill on March 10, 2021.
- The school improvement plan is on target.
- *At 5:20 pm Mary Daughtry moved to accept the Principal's report as presented and Mary James seconded it. Janet Ward Call for a vote 6 yes and 0 no. Motion carried.*

IX. Director's Report

- Budget report – Is on track. Total revenue is at 42.80%. Right now we have a surplus of \$67,677.15.
- PRC 163 that is not spent will carry over into next school year.
- *After discussion, at 5:20 Mary James moved to accept the budget report as presented and Thomas Smith seconded it. Janet Ward called for a vote. 6 yes and 0 no. Motion carried.*

X. Operations Director's Report

- Renewal visit is April 8th (virtual). We will have a video, they will meet with Administration, 2 representatives from the board, selected teachers and parents.
- DA is applying for Summer Camp funding (PRC 110) It's competitive, not guaranteed.
- New ESSER II funds (COVID Relief) available (\$482,742) March 2020 -Sept 2023- addressing learning loss, preparing schools for reopening, and testing, repairing, and upgrading projects to improve air quality in school buildings. The Application for these funds is due May 2021.
- Facilities items under consideration.
 - Window caulking and building repairs - one \$10,000 bid, awaiting 2 others.
 - Sign for front of building
 - Lead in water fountains.
 - Coping on Roof
 - 400 Building Roof
 - Driveway - repavement

**At 5:23 pm Thomas Smith moved to accept the operations Director's report as presented Christina Robles seconded it. Janet Ward called for a vote. 6 yes and 0 no. Motion carried.*

XI. Governance

- Renewal Training - Dr. Shaunda Cooper of the Office of Charter Schools.
- Renewal Self-Study and Assistance Tools were due 11/15/20 and renewal fee of \$500 was due 12/1/2020.
- Renewal Guidelines (general renewal years) 10 Yrs., 7 Yrs., 5 Yrs., 3 Yrs., and non renewals. The renewal process was discussed for each term and what its compliances consist of. Renewal site visit - because of COVID-19, the renewal site visit will be virtual. A video will be created for OCS to view.
 - *At 5:30 Thomas Smith moved to accept the Governance report as presented and Christina Robles seconded it. Janet Ward called for a vote. 6 yes and 0 no. Motion carried.*

XII. Human Resource

- Dillard Academy has hired a TA, who is currently working in 2nd grade.

- We have also hired an Instructional Assistant. She will be working with Digital Learning and tutoring.
- Bus drivers received the planned pay raise to \$13 per hour during March 2021.
- Temperature checks are done daily. Everyone who enters the building must get checked - No Exceptions.
- *At 5:35 pm Christine Robles called for a motion to accept the Human Resource report as presented and Mary K. James seconded it. Janet Ward called for a vote. 6 yes 0 no. Motion carried.*

XIII. Technology

- New access points have been installed to address connectivity issues.
- A new server is needed. The old server is 10 years old. Surazal has sent in a bid for the new server.
- Carole Battle and Janet Ward commended Will Baptiste on his commitment to his duties.
- *At 5:45 Mary James moved to accept the Technology report as presented and Mary Daughtry seconded it. Janet Ward called for a vote. 6 yes and 0 no. Motion carried.*

XIV. Parent/Community Involvement Report

- We have great staff leadership
- Kinetic minds have impacted Dillard Academy with student academic learning.
- Positive Influences has a program that deals with building positive relationships with students.
- *At 5:50 pm Kay Daughtry 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 – April 13, 2021

XVI. Motion to Adjourn at 6:00 pm