

Dillard Academy Charter School

Board of Education Meeting

Minutes

Tuesday, September 14, 2021

5:00pm

Regular Meeting

Dillard Academy Charter School

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

Board Member not in attendance: Mary Daughtry

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

- I. Call to order at 5:00 pm by Janet Ward with a quorum of 5 members present.
- II. The pledge of Allegiance was recited by all.
- III. Approval of August 11, 2021 minutes was motioned by Thomas Smith and seconded by Mary Kay James. At 5:05pm Janet Ward called for a vote 5 in favor and 0 no. Motion carried.
- IV. Approval of September 14, 2021 agenda with a date correction was motioned by Thomas Smith and seconded by Mary Kay James. At 9:10 Janet Ward called for a vote 5 in favor and 0 no. Motion carried.
- V. Confirmation of Public Notice of the meeting was placed on Facebook and the School's website.
- VI. Acknowledgement of visitors/Comments: Dr. Thomas Miller (virtually)
- VII. Statements: Read by Pearlie Whitfield. Mission statement read by all.

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.

Mission Statement – to positively provide a safe and quality education with high expectations so that we can excel and grow.

- VIII. Principal's Report
 - Enrollment is at 258 students. Enrollment is down because of students who have moved, homeschooled, siblings in different schools, wanting to be where their friends are, and classroom space for siblings.
 - Students and staff are adjusting back to in-person. DA has had a few discipline problems. Teachers are to use the 5 step discipline plan, which

requires more action on the part of the teacher. We received a grant that allows 2 officers from the G.P.D. who reports here Monday through Friday 11:30 to 3:30 pm.

- Today is our 16th day of school.
- We are using a new lesson plan format that will allow feedback from the administrator.
- Classroom webpages are being developed on our school website. The webpages will go live September 20th.
- Progress reports will go out September 17th.
- Updated staff and student/parent handbooks are on the school website.
- We've had our first fire drill.
- Special thanks for all supplies donated from Sheepfold Church of Jesus Christ, The Ice Storm, Habitat for Humanities, Michael and Jessic Oliver, Key Military Club, and Positive Influences.
- A part time nurse is on duty now.
- School sports: we have a girl's volleyball team and boys soccer team. A game was cancelled due to the other team being quarantined. The teams received new uniforms.
- The staff received PD on the use of Canvas-A Learning Management System.
- DA Administrators revised a new traffic pattern to ease the flow of traffic for parent pick-ups.
- All PDP's have been done by teachers and will be reviewed. Our first observation cycle will begin and end in mid-October.
- We continue to construct a road to excellence,
 - a. We have to lay a solid foundation
 - b. High academic achievement
 - c. A safe and orderly environment
 - d. Strong curriculum
 - e. Instruction and assessments aligned with the NC Standards
 - f. PD to ensure that teachers model instructional strategies that are researched based
 - g. Instilling academic mindset
 - h. Increased parent involvement

Janet Ward asked were there any questions on the Principal's report. *At 5:21 pm Christine Robles motioned to accept the principal's report as written and Mary Kay James seconded the motion. Janet Ward called for a vote 5 yes 0 no. Motion passed.*

IX. Accountability report

- The DACS 2021-2022 School Testing Calendar has been submitted and posted on the school's webpage.
- There were no new enrollees that designated a home language other than English so there were no W-APT or Screeners completed to date.
- Students at DACS are currently completing the diagnostic for both

reading and math to obtain baseline measures for growth- this data will be tracked each quarter as students complete additional diagnostics throughout the current school year.

Janet Ward asked were there any questions and called for a motion to accept the Accountability report. *At 5:25 pm Mary Kay James motioned to accept the accountability report and Thomas Smith seconded it. Ms. Ward called for a vote 5 yes 0 no. Motion carried.*

X. Central Services Report

- Budget: The remaining budget balance is 88.87% is a little more than where we should be.
- All grant applications are due by September 30, 2021. The SRO grant and the Summer Mini grant are completed. We will also receive some additional funds through other grants.
- DACS annual Fiscal Audit is September 23, 2021.
- Our part time nurse works 3 days a week (Tue, Wed, Thurs). She will begin weekly Covid testing soon.
- Recent facilities upgrades are new cameras, tiles, new door locks, and new landscaping.
- CN, child nutrition pre-packaged meals are delivered from K&W Cafeterias. DACS uses SSO (summer seamless option) to claim meals monthly.
- Janet Ward asked were there any questions and called for a motion to accept the Central Services report. *At 5:30 pm Christine Robles motioned to accept the Central Services report and Mary Kay James seconded it. Ms. Ward called for a vote 5 yes 0 no. Motion carried.*

XI. Governance

- A new state law requiring a school mask policy must be voted on and approved each month by LEA's school board of educations has been implemented.
- Several recommendations and motions occurred following the new mandate.

Recommendation	Motion	second	vote	Approved
To move board meetings from 2nd Tuesday to 1st Tuesday of the month	At 5:33 Mary James motioned to move board meetings from the 2nd Tuesday to the 1st Tuesday of the month	Hosvan Arias seconded it	5 yes 0 no	Motion carried
To acknowledge the rest of this school year's board meetings will be on the 1st Tuesday of each month	Christine Robles motioned to acknowledge for the rest of the 2021-2022 BOD meetings will be on the 1st Tuesday of the month	Hosvan Arias Seconded it	5 yes 0 no	Motion carried
To add a new meeting to the calendar because of new law for approval of mask policy	At 5:35 Hosvan Arias motioned to add December 7, 2021 to the	Thomas Smith seconded it.	5 yes 0 no	Motion carried

December 7, 2021 (virtual)	calendar as a virtual meeting.			
To approve DACS new mask policy	At 5:37 Thomas Smith motioned to accept DACS new mask policy	Christine Robles seconded it	5 yes 0 no	Motion carried
To consider and accept a new candidate Cheryl McCollough Davis as a new board member.	At 5:41 Christine Robles motioned to accept Cheryl McCollough Davis as a new board member	Mary K. James seconded it	5 yes 0 no	Motion carried

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XII. Human Resources

- DACS has 49 full and part time employees. Some employees work 2 jobs.
- 46 employees have been vaccinated and 2 have appointments to get the shot 1 not sure if he will take the vaccine. Employees who do not get the vaccines will be tested weekly.
- Janet Ward asked were there any questions and called for a motion to accept the Human Resources report. *At 5:48 pm Mary Kay James motioned to accept the Human Resource's report and Hosvan Arias seconded it. Ms. Ward called for a vote 5 yes 0 no. Motion carried.*

XIII. Parent Community Involvement Report

- DACS receives excellent online and in person support from parents.
- Positive Influences donated PPP supplies.
- Janet Ward asked were there any questions and called for a motion to accept the Parent/Community report. *At 5:56 pm Mary Kay James motioned to accept the Parent/community report and Christine Robles seconded it. Ms. Ward called for a vote 5 yes 0 no. Motion carried.*

XIV. Next Meeting October 5, 2021 pm

- XV. Adjourn - At 6:00 pm Mary K. James motioned to adjourn the meeting and Hosvan Arias seconded it. The motion was passed unanimously.