

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

**Tuesday, September 5, 2023  
Minutes  
5:00 p.m.**

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**Board Members in attendance:** Janet Ward, Thomas Smith, Christina Robles, Hosvan Giron Arias

**Board Members not in attendance:** Mary B. Daughtry, Cheryl McCollough, Mary K. James

**Administrative Staff:** Carole Battle, Danielle Baptiste, Tosha Adams, Pearlie Whitfield

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- I. Call to Order- Janet Ward called the meeting to order with a quorum of 4 members at 5:06 pm.
- II. Pledge of Allegiance - was recited by all in attendance.
- III. Approval of August 3, 2023 Minutes- The minutes of the August 3, 2023 board meeting were distributed. The board was given time to read them. At 5:12 pm, Janet Ward called for a motion to accept the August 3, 2023 minutes as written. At 5:15 pm Thomas Smith moved to approve the minutes and Christine Robles seconded the motion. Janet Ward called for a vote 4 yes 0 no. Motion carried.
- IV. Approval of September 5, 2023 agenda - Janet Ward called for a motion to approve the September 5, 2023 agenda. At 5:18 pm Christina Robles moved to accept the September 5, 2023 agenda and Thomas Smith 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 September 5, 2023 board meeting was posted on Facebook, DA website, Facebook, and the Goldsboro Daily News.
- VI. Acknowledgement of visitors/Comments - No visitors attended the meeting.
- 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- Christine 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

- The projected enrollment for the 2023 - 2024 school year is 280.
- The current enrollment is 258 and 12 no shows.
- We lost 2 bus drivers due to illnesses.
- Our theme this year is "Catching the Wave to Academic Success".
- Staff reported back to work on August 14, 2023, refreshments were provided by Goldsoro Chapter of A&T Alumni. On Friday the 18th of August the staff was treated to lunch at St. James AME Zion Church (Pastor Elliott).
- Staff received professional development information: NC Teacher Evaluation Process, Progress Learning, Study Island, DACS Lesson Plan, Powerschool, Debra Greenbalt, Technology Housekeeping, Mental Health & Suicide Prevention, Safety Training, Civil Rights Sexual Assault and Sex Trafficking, i-Ready Training, Web Page Design, Classroom Management, Motivating Yourself and Your Students, and SEL Training. The staff did a lot of their PD's.
- Open House was held on Sunday, August 20, 2023 from 2-6 pm and we had parents representing 189 students. Janet Ward asked if it was better to have the event on Sunday. Ms. Battle replied "yes, parents did not have to rush from work or from school to school, and it was after church". Hosvan Arias also responded that it was easier to come on Sunday. His son attends Dillard Academy Charter School.

The first day of school was August 28, 2023 and it was a smooth opening.

School was closed August 31, 2023 due to inclement weather. We built in extra hours in our school calendar so we are not requesting a make up day from the state.

Our kindergarten numbers have increased enough that we are going to have two kindergarten classrooms. We are in the process of hiring a teacher for that position. In the meantime, we have 2 IA's in the classroom. We project to have a teacher in place by September 20, 2023.

Tosha Adams has been hired as our new Assistant Principal.

Transportation - Mrs. Adams reported we still need drivers. DA has an early release using one bus and a van because we don't have enough drivers.

Testing - DA made high growth last school year, this year we made growth but not enough growth to get out of low performing.

We have a strategic plan to help get us out of low performing.

- a. Afterschool EOG Prep classes will begin on Tuesday September 12, 2023. We are targeting 3rd grade reading, 4th grade reading, 5th grade reading and 5th grade science. After School will be 3 days a week, Tuesday, Wednesday, and Thursday. Time 3:00-4:30 pm It will continue until the 2nd week of May 2024. Transportation and snacks will be provided.
- b. Students will focus on test taking skills, EOG vocabulary, ELA genres, science terms, and reading for comprehension. Effective methods for solving math problems and developing critical thinking skills.
- c. Call parents
- d. Extended day
- e. 10 or less students in the classrooms.
- f. Focus test taking skills
- g. Strategies for thinking skills

Online teachers - DA has online teachers who teach 6-8 grade ELA and Science. These teachers are online for 2 hours only. It is a technology Based program. Thomas Smith said "that it pushes students to keep up because the program doesn't slow down. It is an expensive program through K-12 Elevate but worth it. We are pleased with it.

Dillard Academy Charter School will be up for renewal in 2025, the process has already begun, we had a virtual informational session on August 31, 2023 and our self study survey is due November 30, 2023. A \$500 nonrefundable fee is due in December 2023. We would like to have a 5 year renewal. The State Board of Education will live stream the renewal decisions on September 7th through the 9th.

Ms Battle ended her report with a quote. "Let us think of education as the means of developing our greatest abilities, because in each of us there is a private hope and dream which fulfillment can be translated into benefit

for everyone, and greater strength for our nation, one person can make a difference, and everyone should try.” John F. Kennedy.

IX. Budget Report

- The board reviewed the budget for the 2023-2024 school year. The budget has been budgeted for 285 students with 18 EC students included. The revenue projected amount from the State is \$2,082,757.00, Federal \$1,247,674.55, Local \$397,423.00 and business revenue \$230,000.00. The total budgeted revenue is \$3,961,974.09 for the 2023-2024 school year.
- The funds received will be based on ADM for the first 20 days. Our fund balance is at \$170K. Kudos to Ms. Battle for constantly contacting parents for potential enrollments.
- Janet Ward signed the budget with the approval of the full board.
- Janet Ward called for a motion to approve the 2023-2024 planning budget as presented. At 5:53 pm Hosvan Arias moved to accept the 2023-2024 budget as presented and Thomas Smith seconded it. Janet Ward called for a vote 4 yes and 0 no. Motion passed.

X. Governance

XI. Operation Director's Report

- CN - The grant for child nutrition has been approved. A 7.5 ton hood was installed in the cafeteria.  
Facilities:
  - The AC unit had to be replaced and cost \$20K.
  - The upstairs boys and girls bathrooms was remodeled
  - New shades were installed in all the windows in the building.
  - We had our fiscal audit and it went really well. Dillard Academy did not have any findings from the audit.
  - Economic Recovery Credit (ERC) has been applied for with the IRS for \$680K. We spoke to our auditor regarding the ERC. Ms. Battle stated that Danielle and Pearlie did a very good job with the Audit.

XII. Community Involvement

- Getting parents involved we have to change their mindset.
- The Raleigh Tuskegee Airmen want to work with Dillard Academy in developing a volunteer database. They are not sure if the timing is right to start because of the rising number of COVID cases.
- Ms. Battle reported 1 family has the COVID right now. Masks are optional. The school is not allowing parents or visitors into the school.

- The 25 Anniversary Committee was asked to meet soon. Several topics was mentioned
  1. Real commercial
  2. FB alumni's
  3. Reception
  4. Public form
  5. Inviting officials

XIII. Next Meeting October 3, 2023 at 5:00 pm.

XIV. Motion to Adjourn: Janet Ward called for a motion to adjourn the meeting. At 6:30 am Christine Robles moved to adjourn and Hosvan Arias seconded it. The motion was unanimously passed.