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## **June 5, 2017, Regular Board Meeting Minutes**

**Regular Meeting – via Conference Call  
North Carolina Learns, Inc.  
Board of Directors  
June 5, 2017 (5pm)  
1-888-824-5783 passcode: 73138271#**

<b>Board Members Present</b>		<b>Board Members Absent</b>	<b>Others in Attendance Non-Voting</b>
Dr. Steve Moody	Richard Thomas	Tracy Johnson	Dr. Joel Medley, Head of School
Brenda Robertson	Sara Struhs		John Kramer, K12
Cathy Zambrano			Dan Jette, K12

### I. CALL TO ORDER

Dr. Steve Moody called the meeting to order at 5:03 pm. Before conducting business, the Head of School took a roll call to ensure that a quorum of the board existed.

Before moving through the meeting’s agenda items, the mission was read for the full board to drive the actions and deliberations for the remainder of the meeting.

**ACTION:** Mr. Thomas made a motion to adopt the agenda with the one modification to move the Finance Committee report and discussion to the top of the agenda. The motion was seconded by Ms. Sara Struhs. The agenda was adopted.

A motion was made by Ms. Brenda Robertson and seconded by Ms. Struhs to adopt the minutes from the prior board and committee meetings. The motion was approved unanimously

## II. COMMUNICATIONS:

No requests for a public comment were received.

## III. CONSENT ITEMS:

Personnel Recommendations  
Administrative Withdrawals

**ACTION:** Ms. Cathy Zambrano made a motion to approve the consent agenda items, and the motion was seconded by Ms. Robertson. The motion passed unanimously thus approving the consent items.

## IV. DISCUSSION ITEMS:

- a. Finance Committee Update – Ms. Zambrano explained the one-day session where the proposed school budget was presented. That May meeting discussed the year over year comparison as well as the projected growth for the next school year. This discussion over the \$13 million budget included K12 charges and the commitment to the 3% surplus. Summaries were mentioned about the discount component within the Educational Services Agreement and that further conversations are needed going forward through the remainder of the pilot. The recommendation is that the board adopt this budget as presented with a clear understanding that the discussions will continue regarding the discount component for the long-term future of the school.
- b. Head of School Update – This update is shorter than normal due to May primarily focusing on preparations for State testing, which was the only topic on the agenda for the May professional development. The school’s last outings were held prior to test training, and these outings included roller skating, visiting the zoo, and participating in field day events at a couple of locations. The kindergarten celebrations were also held in Charlotte (attended by a board member), Raleigh (attended by the Head of School, Wilmington (attended by the Executive Director), and Winston-Salem. Due to the heavy workload performed by testing site coordinators, the school administration plans to use some of the remaining “On the Spot Bonus” funds to grant one to the site coordinators for their work.
- c. Testing Update – The Head of School shared that the school appears to have met the 95% testing requirement stipulated by the State. Several students did not appear due to deaths in their family during testing, hospitalization, or simply decided to withdraw (but those students are listed on the school’s testing roster meaning they will count against the 95% requirement). Overall, testing went very well with a couple of situations that did lead to a misadministration of the test – one was due to a death in the family and the other was due to unpredictable behaviors by some adults. The Test Coordinator and Head of School acted

appropriately in that last situation to ensure cooperation from parents. DPI did come out to visit several locations and all appeared to go well.

- As far as test scores being available, the test coordinator collected materials from the 16 site coordinators today during professional development. The materials will be boxed up, shipped to the appropriate Regional Accountability Coordinator, sorted, and scanned for preliminary results. The hope is for scores to be available next week for review and analysis by the administration.

V. ACTION ITEMS:

- a. 2017/18 Budget

**ACTION:** Ms. Zambrano moved the board approve the proposed 2017/18 budget with additional conversation regarding the discounts. The motion was seconded by Ms. Struhs. The motion passed unanimously to adopt the proposed 2017/18 budget as presented.

VI. CHAIRPERSON COMMENTS

- a. The July meeting will be considered the “annual” meeting where policies, terms, and review of the board calendar will occur. Board members should be expecting many emails from the Executive Director.
- b. The July meeting will also be moved to July 10 since the 3<sup>rd</sup> is the evening prior to the July 4<sup>th</sup> holiday.

VII. ADJOURNMENT

Motion was made to adjourn the meeting by Mr. Thomas and properly seconded by Mrs. Robertson. The motion passed unanimously. With the completion of all agenda items and no new business items, the meeting was adjourned.

The meeting ended at 5:56 PM

The next scheduled board meeting will be July 10, 2017, 5 PM.