



*NCVA is a community of students, families, and educators dedicated to expanding educational choice through innovative and technology-rich instructional practices, and accountable for developing each student's full potential for academic and post-secondary success.*

**November 05, 2018, Regular Board Meeting  
Minutes**

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

Board Members Present		Board Members Absent	Others in Attendance Non-Voting
Dr. Steve Moody	Dr. Steven Peters	Dan Swartz	Chad Long
		Walter Martin	Chris Withrow, Executive Director
Sara Struhs	Brenda Robertson		Dr. Joel Medley, K12
			John Kramer, K12
			Sharon Williams, K12
			Mariel Richter
			Marcia Simmons, K12

**I. CALL TO ORDER**

Dr. Steve Moody called the meeting to order at 5:04 pm. Before conducting business, the Executive Director took roll to ensure that a quorum of the board existed. With a quorum present, board business could be conducted.

The mission was read for the full board to drive the actions and deliberations for the remainder of the meeting.

<p><b>ACTION:</b> Mrs. Sara Struhs made a motion to accept the agenda and minutes from previous meetings, seconded by Dr. Steven Peters. The motion passed unanimously.</p>
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## II. COMMUNICATIONS:

No requests for public comments were received.

## III. CONSENT ITEMS:

- Beginning Teacher Support Plan [BTSP]

**ACTION:** Dr. Steven Peters made a motion to approve the BTSP, seconded by Mrs. Brenda Robertson. The motion passed unanimously.

## IV. DISCUSSION ITEMS:

- a. Mrs. Mariel Richter provided an overview regarding the Multi-Tier System of Support [MTSS]. She shared the number of students per grade level that are involved, details of staffing, and supports provided.
- b. Mr. John Kramer and Mr. Chad Long introduced the committee to a new format for reporting the finances to the board. The components of the new format include NCVA

Key Metrics, Funding Forecasts, Budget, Funds, and Cash Flow. They further discussed the October invoice noting that we have fewer enrollments than expected which will have a direct proportion on the budget. Finally, two invoices were included which is a reversal of credits issued in April which should not have taken place.

- c. HOS Update: Dr. Joel Medley walked the board through 3 important parts of the nine page update. The rest of the update was there for members to read and ask questions if they existed.
  - Pulse Checks – the third Family Pulse Check came out and the school, overall, increased its satisfaction rating compared to the prior survey and year. Differences between the pulse check questions were shared for comparison purposes. Also, the first Teacher Pulse Check results arrived and were briefly shared (more to come in December) – the satisfaction (82%) and morale (77%) were the highest in school history.
  - Student Data – various data points were provided to the board from internal metrics such as the new “skittles” report utilized by K12. NCVA has led the K12 partner network in scores on those metrics since the beginning of the year. Also, SAT data from last year (NCVA had higher average scores than the nation, state, LEA, NCVPS, and other virtual school).
  - Withdrawals – despite the fact that the school is at its largest enrollment in history, the student withdrawal numbers are the lowest ever for the first two months. The top five reasons for withdrawal were shared and details regarding one that stood out were provided for the board. These numbers were total

withdrawals and not pulling out students that would not count in the state's metric due to the law – finite enrollment, enrolled less than 30 days, moved out of NC, or withdrew due to health conditions of the student/LC.

- d. Mr. Chris Withrow shared the additional activities of the finance committee including giving authority to Amanda Jones, Operations Manager, to sign for checks less than \$5,000 and issue her an NC Learns, Inc. credit card. Finally, the audit has been submitted to the local government commission.

V. ACTION ITEMS:

October Invoice  
Miscellaneous Invoice – 16,033.46  
NCVA Write Off – 49,548.92  
Amanda Jones, Operations Manager, Check Signing Authority and to receive company credit card  
Adoption of budget

**ACTION:** Dr. Steve Moody, on behalf of the finance committee, made a motion to approve the three invoices, seconded by Mrs. Brenda Robertson. The motion passed unanimously.

**ACTION:** Dr. Steve Moody, on behalf of the finance committee, made a motion to grant Ms. Amanda Jones check signing authority and issuance of company credit card, seconded by Dr. Steven Peters. The motion passed unanimously.

**ACTION:** Dr. Steve Moody, on behalf of the finance committee, made a motion to approve the budget update, seconded by Mrs. Sara Struhs. The motion passed unanimously.

VI. CHAIRPERSON COMMENTS

- November 09, 2018 – School Outing
- November 09 – 10, 2018 – Board Retreat
- November 21 – 23 – School Closed for Thanksgiving
- If you have not turned in your Ethics policy statement and proof of your residency, please do so.

VII. ADJOURNMENT

A motion was made to adjourn the meeting by Dr. Steve Moody and properly seconded by Mrs. Brenda 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 5:53 PM.

The next scheduled board meeting will be December 03, 2018, 5 PM.