



*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.*

## **October 5, 2015, Regular Board Meeting Approved Minutes**

<b>Board Members Present</b>		<b>Board Members Absent</b>	<b>Others in Attendance</b>
Sarah Waltman	Steve Moody	Brad Howard	Chris Withrow, Executive Director
Brenda Robertson	Cathy Zambrano	Sara Struhs	Joel Medley, Head of School
Dr. Diana Freeman		Dr. Rick Wallace	

### **I. CALL TO ORDER**

The meeting was called to order by Steve Moody at 5 pm. Before conducting business, a roll call was taken to ensure that a quorum of the board existed.

**ACTION:** Diana Freeman made a motion to adopt the agenda as presented, and it was seconded by Cathy Zambrano. The motion passed unanimously and the agenda was adopted.

The meeting minutes from previous board meetings were presented and reviewed by the board. These minutes included the September 8 and September 21 meetings.

**ACTION:** Brenda Robertson moved to approve the minutes as presented, and that motion was seconded by Diana Freeman. The motion passed unanimously.

Prior to moving through the meeting's agenda items, the board's mission was read to help drive the actions and deliberations of the board.

### **II. COMMUNICATIONS:**

No requests for a public comment were received.

A question did arise about how the public could access the meeting and would be able to request the opportunity to speak to the board. The board chair would be notified in advance through internal communications and the tracking application used for the meeting.

### **III. DISCUSSION ITEMS:**

- a. New State Board Policy – the Executive Director, presented information to the board regarding the history and meetings with the OCS and NCVA representatives Dr. Medley and Chris Withrow regarding attendance collecting policies. A template of the report and draft explanations were presented. This data complies with the SBE policy that was passed two days before school started. These reports are due on a monthly basis no more than 15 days after the close of the school month.

Upon review of data, it was noted that some anomalies existed with our student population. Approximately thirty students had in fact logged more than 100 hours of work. However, they will not count in membership because they are missing time in one elective.

The focus on core classes not electives in the early part of the year is expected in the virtual schooling environment, as verified by other virtual schools in our network. Unfortunately, exceptions like that are not considered in the policy's current iteration. The Board Chair offered support for the template that was prepared and shared with the Department.

- b. Head of School Update
  - Enrollment Data
    - ❖ First Month of School – the report included information from the teacher and parent pulse checks, student enrollment data, explanation of the withdrawal rates, and an overview of reasons families chose to leave the school. The school is continuing to accept students up to the 100<sup>th</sup> day per the board's policy.
  - Academic Data – an overview of the PLA, a K12 diagnostic assessment, was presented. The data shows that the students are significantly behind in the 5<sup>th</sup> – 8<sup>th</sup> grades (particularly in math). This fact means the school has significant work to do to get these students back on grade level. Steps taken by the school to address these academic deficiencies were shared.

The chair made a few closing remarks.

- Committee assignments have been made by the board chair; additional information will be forthcoming about goals and objectives of each committee.
- The board will be moving to add a 9<sup>th</sup> member to the board, so members were encouraged to think of someone that would be a strong candidate for the board.
- Board members were reminded of the bylaw statement regarding three unexcused absences potentially leading to the removal of the board member. If there is a conflict with attendance, then the chair, executive director, or head of school must be notified to excuse that absence properly. Attendance is important for the success of the board's work and, ultimately, the school.
- Finally, board members were reminded to check the NCVA email account regularly as it is for board business only. This use by board members keeps public records requests easier to manage.

## II. ADJOURNMENT

A motion was made to adjourn the meeting, and properly seconded. The meeting adjourned at 5:31pm.