



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.

April 04, 2016, Regular Board Meeting Minutes

Board Members Present		Board Members Absent	Others in Attendance
Sarah Waltman		Steve Moody	Chris Withrow, Executive Director
Brenda Robertson	Cathy Zambrano		Joel Medley, Head of School
Dr. Diana Freeman	Sara Struhs		John Kramer, K12
			Karen Ghidotti, K12
			Marcia Simmons, K12

I. CALL TO ORDER

Sara Struhs called the meeting to order at 5:04 pm. Before conducting business, a roll call was taken by the Executive Director to ensure that a quorum of the board existed.

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

ACTION: Sarah Waltman moved to approve the minutes, and that motion was seconded by Brenda Robertson. The motion passed unanimously.

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

II. COMMUNICATIONS:

No requests for a public comment were received.

III. CONSENT ITEM:

ACTION: Brenda Robertson moved to approve the Consent Item, and that motion was seconded by Sarah Waltman. The motion passed unanimously.

IV. DISCUSSION ITEMS:

The Head of School went through the monthly update provided to the board. The discussion at the board meeting focused on these items:

- Teacher Pulse Check results – NCVA exceeded the K12 school averages, which is a major accomplishment for a first year school. Dr. Medley also provided a side-by-side comparison with another first-year school, and the data looks positive. He admitted that there is still work to be done, but these results were strong for a brand-new school in a brand new state.
- Enrollment and Marketing – up-to-date information regarding the applications from new families was shared. The school had nearly triple the amount of applications for seats available, and a couple of weeks still remained. Information was provided about the lottery process and how it would operation on April 29. Some questions were asked and then answered by the Head of School.
- Testing – an overview of the school’s testing plan was shared. The school will be testing the last two weeks of school using some 15 sites. The average family would drive 20 miles to a testing site and this data came from the proprietary software created by K12.

V. ACTION ITEMS:

- Additional Signatory

The finance committee recommended approving the Operations Manager to be an additional signatory for checks with a value of less than \$5,000. It was noted this would improve the turnaround time of check processing.

ACTION: Cathy Zambrano moved to pay approve the additional signatory, the motion was seconded by Diana Freeman. The motion passed unanimously.

- Gift Cards for Teacher Appreciation Week

The board is proud of the efforts of the NCVA teachers. In recognition of their efforts, the board will purchase Amazon gift cards, and have them presented to during Teacher Appreciation Week.

ACTION: Cathy Zambrano moved to purchase gift cards for Teacher Appreciation; the motion was seconded by Brenda Robertson. The motion passed unanimously.

- Executive Director Evaluation

Mrs. Struhs informed the board that the Personnel Committee conducted a Six-Month Evaluation of the Executive Director. Based on the evaluation the committee is recommending a salary adjustment to be approved by the board.

ACTION: Cathy Zambrano moved to approve the salary adjustment; the motion was seconded by Brenda Robertson. The motion passed unanimously.

VI. Adjournment

A motion was made to adjourn the meeting by Cathernine Zambrano and properly seconded by Brenda Robertson. The motion passed unanimously. With the completion of all agenda items and no new business items, the meeting was adjourned.