



Board Meeting Minutes 12-20-2021

Board Members Present: Linda Goodrich, Ricky Cannon, Shanna James and Joe McDowell..

Virtual: Jean Spruell,, Hope MacNeil, Shawn Dawes and Kelly Craft

Staff Present: Juliana Harris

Guest Present: None

The meeting was called to order by Joe McDowell at 6:38 pm.

Motion to amend agenda by Ricky Cannon to finish out the property proceeding that the board has been working on. 2nd by Shanna James. Motion carried unanimously.

Minutes from 11-15-2021 were reviewed and approved with few changes.

- ❖ First correction was in the first paragraph under finance, needing to insert "State" to indicate the board was discussing the State budget.
- ❖ Second correction, in the Monitoring section, to add Kelli Peel's role as "instructional coach and 3-8th remediation."
- ❖ Gym project section, add "delays due to manufacturing delays and product solvent issues at the plant, due to ongoing COVID issues as well employee and supply issues."
- ❖ In the development section, instead of offer them, change to "made offers to come on board."
- ❖ Insert after motion to move out of closed session, "no motions were made in closed session."

Motion to approve minutes as amended by Ricky Cannon, second by Linda Goodrich. Motion carried unanimously.

Joe reviewed the mission statement.

No public comment at this time.

Building and Grounds:

Discussion on options of new vs leasing modulars for growth of school. Pricing on new buildings are significantly high. Permanent options were considered but members of the board do not want to disrupt future plans that could hinder either site location or plans, not made at this time. Potential buying used is an option and would be less expensive. Ricky Cannon discussed purchase price for use which includes set-up, 4 classrooms and taxes. Ricky also mentioned Jeff Mosley could install a shell building and install within 6 months. Building a shell building too



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soon could be less beneficial to the school and not provide the school with its needs. Purchasing used modulars with usage of ~ 2 years, appears to be more beneficial and by the school time to have ample planning time for permanent buildings to be constructed. The building does include bathrooms. Some members of the board will plan to visit and look at the unit of interest. If the school moves forward with the unit, the installer could have it installed by mid January. Further discussions to take place at the next meeting for appropriate planning for growth that will be in the best interest of the school.

Joe made a motion to spend 1,081 47 for taxes and legal fees related closing costs for property on Beach and Fourth St. Motion was approved by Rick Cannon and 2nd by Linda Goodrich. Motion carried unanimously.

New building location: Some members of the board asked the consultant to look at planning the new building within the current property located on school grounds behind the buildings. Property across the street could be used for parking. Discussion took place regarding the street usage located in front of school and more discussions will occur as the planning process evolves.

Mr.Allen is waxing the floors on campus.

Gym Project

Poured floor still needs to be installed in the gym and is a result of manufacturing...

Container for storage still needs to be added. Ricky has been speaking with a gentleman about locating one that meets the school needs.

Finance

No new report to review by the Board. Some members spoke with Corey with CSP regarding the school budget to offer more clarity. Cory confirmed the school EOY balance for year 1 (289K) and year 2 (753K) and projected a balance of 250k for the current year. Cory mentioned the Board needed to keep a minimum cash on hand of \$236,000, at all times and this reflects a requirement from the State. Also, shared that the State allotment per student will increase. Joe mentions this information for important info for the board to know when doing planning for improvement and new construction.

Academic Excellence

BT Monitoring-: report came back with a couple corrected actions which were minor. That plan has already been submitted back to the State and approved.



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NC Access: Monitoring with interviews and went well. Few things need to be added by adding procurement policy.

Additional technology has been purchased. 188 laptops resulting in a 1:1 ratio. Laptops were purchased utilizing emergency funds.. The laptops are designated to students that do not have access to devices. These devices are housed in the classroom and the student will have access to the device if a student is quarantined as well to be utilized in the classroom.

Testing:

Math 1: 3 students retaking Math 1 and of those three, 1 passed with a B, another passed with C and the third passed the course. Staff was pleased with all the students' performance.

English 2:End of course day exam completed with five business day wait period, scores still pending till Joyce checks via secure shell upon return to school after holidays.

Juliana has been in contact with DPI and Halifax Schools regarding driver education. Discussions have taken place about who pays for students to participate. Clar Harrell has been hired to teach driver's education. It has been recommended that the school contract with Halifax County but the county states budgets have been set. Juliana is waiting on DPI for further direction for the teaching portion. There is a cap to charge per student to pay for instructors.

Juliana Harris mentioned the school could contract with a business but how funds are distributed make it difficult to move forward with that option.

Governance

Board revisited mask mandate. With careful consideration, motion to approve current mask policy with mask being optional for staff and students and giving administration authorization to mandate masks, if COVID cases increase. Masks are still required on all transportation of staff and students. **Motion approved by Shanna James and second by Linda Goodrich. Motion carried unanimously.**

Federal Funds Procurement Policy: Zane attended remotely as he reviewed the policy and offered any suggestions that may need to be addressed by the Board. The policy addresses federal amounts over \$250,000. Funds could be used and have been for technology, professional development for staff are the two major items. Some funds have been used for school buses. All past purchases have not cost more than \$250,000. Extension has been given



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till Jan 7, 2022. Zane recommends reviewing further and having a meeting to move forward with submission of the policy.

January Meeting: Charter Advisory Board needs an update on how the High School is doing. Juliana will provide this information.

Development

Open enrollment will take place January 8th.

School participated in the Scotland Neck Christmas parade. Staff members were in attendance along with students. Staff was able to pass out information about HCS to help with recruiting additional students. The cards had a QR code that went to the schools website. Staff passed out 165 cards at the Scotland Neck parade. Advertisements will be posted in Tarboro, Robersonville and Scotland Neck for open enrollment. Juliana would like to set up tents at local grocery stores to have discussions with potential students and assist with enrollment on site.

No closed session

Parents of HCS gave each Board member a gift and Juliana will mail the ones that were not present. Thank you to PHCS!

Thought of the Day:

“Cultivate the habit of being grateful for every good thing that comes to you, and to give thanks continuously. And because all things have contributed to your advancement, you should include all things in your gratitude.” -Ralph W Emerson

“Gratitude is a quality similar to electricity; it must be produced and discharged and used up in order to exist at all. - William Faulkner

Joe closed the meeting by stating it's good to reflect on what we have. Joe would like to express his thanks to the children, parents, staff, Mrs. Harris (our leader), the Board and all those that have come before us for everything that we have done to get to this point. As you know, any of our jobs, including Mrs Harris, is not one of perfection and we should all remember that.



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Juliana Harris share a message from a staff member:

The message reads as follows; *"Great leaders don't set out to be a leader, they set out to make a difference. It's never about the role, it's always about the goal. I can honestly say that after many leaders in my careers in life, that my current leader is truly that. She is a great leader. I have only been under her leadership for short while but she will not ask you to do something that she has not or will not do herself. She leads by example and is willing to help and guide rather than judge or chastise. I am blessed to continue to learn under her leadership. Thank you Juliana Harris!"* -anonymous staff member.

Motion to adjourn at 7:59 by Ricy Cannon, 2nd by Shanna James.. Motion carried unanimously.

Minutes recorded by: Shanna James

