

Woods Charter school
Board Meeting Minutes
August 20, 2020

Voting members present: Collette Drake, Amy Ising, David Lincoln, Nina Lloyd, Amy Perkins, Kristina Sparrow, & Karen Trott.

Non-voting members present: Cotton Bryan & Rachel Lawrence

Absent voting members: none

Student Representative: no student representative appointed yet

The meeting was called to order at 7:02 pm via virtual Google meet.

- I. The Pledge of Allegiance: due to our virtual meeting, there was no pledge of allegiance
- II.
- III. Public Comment: (written public comments may be added to the Public comment notebook). For this virtual meeting, the Woods community was told to email *any public comments to the school board for Ms. Ising to address as needed. At the time of the meeting, there were no public comment emails sent to the school board as a whole.*
- IV. Consent Agenda

<p>Principal's report <i>Mr. Bryan</i></p>	<p><u>Additional discussion/key points:</u></p> <ul style="list-style-type: none">● Number of chromebooks and hotspots distributed● reviewed our current numbers for enrollment.● List of school board meeting dates● Physical school improvement updates: floor, gym floor and costs with both.● Summer jump start program overview from the 3 wks k-4th grade students were in the building.● Discussed how kindergarten cohorts are workings● Annual audit updates● Employee roster and updates● Upcoming dates: Change labor day to 9/7/2020 typo noted● Sports update <p>The full Principal's report can be found in the meeting packet.</p>
--	--

Minutes from June 4, 2020 meeting Minutes from special meeting June 18, 2020	<u>Additional comment:</u> none <u>Additional comment:</u> a typo in the abbreviation of North Carolina Athletic Association was noted and will be changed to NCHSAA.

Action Taken: A motion to approve the consent agenda was made by Karen Trott, seconded by Collette Drake, and passed unanimously by the voting board members.

IV. Reports

Student Update Representative tbd	No report at this time.
Faculty Update <i>Ms. Lawrence</i>	<ul style="list-style-type: none"> ● Ms. Lawrence gave an update of the first week of school so far from various teachers/grade levels diving into remote learning and notes of gratitude included from some faculty. ● She gave an update of the kindergarten in-person learning happening at school with their hybrid in-person and remote learning approach. ● 9th grade orientation will be taking place, Wednesday Aug. 24 ● New this year: Drive Up flu clinic for Woods Families ages 6 and up as well as to Woods Faculty. ● High school is planning a virtual club fair; Explore More is a new offering open to grades 5-12 with in person and virtual ways to participate.
Finance committee <i>Ms. Trott</i>	<ul style="list-style-type: none"> ● Karen Trott shared June 2020 and July 2020 financial reports with the board as well as the up to date cash and cash equivalents for May, June, and July. ● She reminded the board that we are

	<p>in year 3 of our 10 year loan from our refinance in 2017.</p> <ul style="list-style-type: none"> • A question was asked regarding loan forgiveness for our Paycheck Protection Program (PPP) loan. Mr. Bryan and Mrs. Trott explained we should be eligible for forgiveness on this loan, we are waiting to hear from Fidelity Bank as well as from the State as to when we need to apply for forgiveness. • Written statements and charts are included in the meeting packet.
<p>Foundation report <i>Ms. Jessica Oliver</i></p>	<ul style="list-style-type: none"> • Jessica Oliver shared her Foundation report. She was pleased to announce that last year's annual fund brought in over \$358,000! The Raise The Paddle event at the auction brought in just over \$90,000. The faculty supplement was more than \$171, 000 this year. Bringing this to our largest faculty supplement to date. Big thank you to everyone for making this possible! • After much thought, The Foundation has decided to keep our annual fund goal at \$350,000. • Ms. Oliver shared the dates we have for Foundation events. The Auction will take place on 4/23/21. Some of the other dates for recurring Foundation events are tentatively set due to Covid may have to be adjusted. • She also shared the list of 2020-22021 Foundation Board members. They welcome two new members: Richard Nuss and Beth Kennedy this year to the Foundation Board.
<p>Communications <i>Mr. Lincoln</i></p>	<p>No written report at this time.</p>
<p>Personnel <i>Ms. Ising</i></p>	<p>No written report at this time.</p>

<p>Board Development <i>Ms. Ising</i></p>	<p>No written report at this time.</p> <ul style="list-style-type: none"> ● Ms. Ising asked Mr. Bryan if there were any updates to share. Mr. Bryan reported that DPI approved our revised bylaws that were submitted this summer. ● Mr. Bryan stated that our amended admissions policy voted on at the June 4 meeting was still with DPI and not to the State Board of Education for approval yet.

V. Old Business

<p>Principal's Goals 2020-21</p>	<ul style="list-style-type: none"> ● Mr. Bryan shared his revised Principal's goals for the 2020-2021 school year. ● He shared his preliminary goals at our June 18th special meeting. He made some changes to his goals based on the feedback from that meeting. The board reviewed his goals and offered suggestions. ● A question was raised about his ability to visit 10 classes per week during our Plan C remote learning right now. <p><u>Changes to be made to 2020-2021 Goals:</u></p> <ol style="list-style-type: none"> 1. One change that was suggested was to move the last bullet item in Goal 4 up to Goal 1. 2. After much discussion, it was proposed that a change be added with an asterisk that these goals were written with the hopes of school being in person this school year therefore one or more of these goals may be difficult to achieve due to Covid restrictions. Ms. Ising was going to get the wording she suggested to Mr. Bryan to reflect this change for a Covid disclaimer.
----------------------------------	---

Action taken: a motion to approve the Principal's goals for 2020-2021 school year with the above two mentioned changes was made by Kristina Sparrow, seconded by Karen Trott, and passed unanimously by the voting members.

VI. New Business

1. Amendment to our flex benefit plan to reflect changes made by the CARES ACT allowing over the counter medicines and feminine care products full FSA eligibility.	Amendment changes were shared with the board members.
---	---

Action Taken: A motion to approve the changes to the Flex Benefit Plan to reflect changes made by the CARES ACT allowing over the counter medicines and feminine care products full FSA eligibility was made by Amy Perkins, seconded by David Lincoln, and passed unanimously by the voting board members.

2. Coronavirus Sick Leave and Family Leave Act	The proposed changes were shared with the board. A question was asked about another school being mentioned on page 3 & 4. A question was asked about the current amount of leave time per year. Mr. Bryan said that this was not up for a vote, however, he was hoping this could be something the Board Development Committee could take on.
--	---

Action Taken: The Board Development committee would review this proposed change.

3. NC Prayer Certification and Set of Assurances	We apply for this grant each year. There have been no changes to this certification and assurances since we approved this last year.
--	--

Action taken: A motion to approve the application for NC Prayer Certification and Set of Assurances was made by Karen Trott, seconded by Nina Lloyd, and passed unanimously by the voting board members.

VII. Closed Business: none

VIII. Adjournment Session

- The board thanked David Lincoln for his service on the board and wished him well at his new job.
- The board discussed the process to find a replacement member for David's one year left of his current term.
- Meeting was adjourned at 8:18pm.
- Thank you to all of the WCS community for tuning in to our virtual meeting.

Action Taken: A motion to adjourn the meeting was made at 8:18 pm by Kristina Sparrow, seconded by Nina Lloyd, and passed unanimously by the voting board members.