

**Children's Village Academy
Board of Directors Meeting
March 20, 2018
Conference Room – Adkin Street**

Board Members Present: Chairman Roy Lanier, Craig Mills, and Vice Chair Peggy Carr.

Staff Present: Jessica Jones, Principal and Melba Lovick, Finance Officer

Chairman called the meeting to order at 6:05 p.m. and established a quorum was present. Peggy Carr made a motion to approve the minutes from the February 20, 2018 meeting with the necessary adjustments. Craig Mills seconded the motion, the minutes were approved.

First order of business was the approval of the February 28, 2018 budget update. Based on an ADM of 170 students we are projected to end the year with a general fund balance of \$10,337. After intense discussion, Peggy Carr made a motion to approve the budget with the necessary corrections. Craig Mills seconded the motion, the motion passed with all others in favor.

Next the Principal's update was given by Principal Jones. Intervention is occurring Mon-Thurs (ongoing).

- **Weekly Monitoring:** Ms. Jones is monitoring the following, with assistance from Mrs. Dail, Curriculum Specialist:
 - Classroom Data Walls Updates/Weekly Assessments
 - Math Drills
 - Student Online Intervention (Computer) logs
 - Lesson Plans

- **Mid-Year Action Plan** is in progress which includes:
 - Aggressive monitoring of Intervention, student lab time, data tracking, and daily drills
 - TAs and teachers are on track with ensuring K-8 students receive 45 min of online intervention each week.
 - Most teachers are on track with meeting expectations; a few have received written reprimands and are showing some improvement in their efforts.

- **Online Intervention (Computer Lab) Pull-outs:** TAs have been assigned to 3-5 classes and are pulling students daily to complete lessons via IXL and I-Ready, along with their own K-2 classrooms; This has replaced the previous model of pull-outs in which TAs pulled students out to work with small groups.

- **Monthly Saturday Academy:**
 - March 10th attendance was still low with a total of 35 students for grades 3-8; Parents were contacted by both the teacher and Ms. Hill (office assistant); flyers were distributed twice, along with online posts/texts to Facebook and Remind.com
 - Next scheduled for April 21st and May 11th.

- **USDA grant**-Ms. Baker applied for USDA grant that will supply the school with “free” dried food and commodities during the year, as well as, possibly \$9K to purchase new merchandise for the kitchens (refrigerators, freezers, etc.). Ms. Baker, CN Director has

**Children's Village Academy
Board of Directors Meeting
March 20, 2018
Conference Room – Adkin Street**

requested that some of the grant funds, if allowable, be used as “pay bonuses” for the CN staff; she feels they have been working really hard and deserve something as a token of appreciation for their work.

The Board decided to table the bonus until a later date depending on whether or not the grant is approved.

- **Providing Meals for Foster Grandparents:** New foster grandparents have been assigned to classrooms as volunteers; however, the agency (Green Lamp) is asking that Foster Grands receive meals for free. All staff, parents, visitors, etc. must pay the \$4 fee per meal. The board has to grant approval to pay for the meals of the Foster Grands.

After brief discussion, Peggy Carr made a motion to approve the purchase of meals for the foster grandparents. Seconded by Craig Mills with all others in favor, the motion passed.

- **New Occupational Therapist (OT) needed:** Kathy from Careworks (who provides the school's speech therapist) has found a new OT to service students confirmed for needing the service. The therapist can begin services by the end of month. We are currently waiting for a quote.
- **Purchase of Heat and Air Units requested:** Upstairs Classrooms (3) that are utilized for Grade ¾ Transition, EC pull-outs, and Speech Therapy are in need of Heat/Air Units. The current heating units take too long to warm rooms and the air units barely give off enough air during the spring/summer months.

After brief discussion, the Board decided to table the purchase of new units until the upcoming school year possible.

- **Benchmark 3** is in progress; should be completed by March 29th
- **K-3rd Grade Class Sizes**-Effective next year (2018-2019), K-3 classrooms in NC are not to exceed 23 students.
- **Out of State Trip:** Mr. Harvey and Mrs. Johnson plan to take students (30) to Washington, D.C to attend a STEM Expo for kids. They will depart on April 7th and return on April 8th. Mr. Rasberry will drive and they would like to take the Shuttle Bus.

After brief discussion Peggy Carr made a motion that Principal Jones has discretion to move forward with the STEM trip using her best judgement as long as the students have made every effort to raise as much as they can. Craig Mills seconded the motion with all others in favor.

The next meeting has been scheduled for April 17, 2018 at 6:00 pm. There being no further business to discuss, the meeting was adjourned at 7:28 pm.

**Children's Village Academy
Board of Directors Meeting
March 20, 2018
Conference Room – Adkin Street**

Respectfully Submitted,

Shakeithia Hill

Recorder