**Pocosin Innovative Charter Board of Directors Monthly Meeting**

**July 18, 2023**

Chairman Stephanie Phelps called to order at 6:07 pm on July 18, 2023 a monthly meeting of the Pocosin Innovative Charter Board of Directors.

**Approval of Agenda**

Motion to approve agenda as presented by Constance Davenport with a second by Victoria Harrison. The motion was unanimously approved.

**Approval of Minutes**

Motion to approve the minutes from June 13, 2023 as presented by Victoria Harrison with a second by Lynn West. The motion was unanimously approved.

**Director’s Report**

Shelia Cumiskey presented the Director’s Report, and the current enrollment is at 280 students.

**Academics  (PowerPoint Presentation)**

* All K-3 mClass Materials have arrived, K-2 Letterland phonics materials have arrived, EC Corrective Reading Materials have arrived.
* Receiving quotes on updated renewals to be paid at the end of this month.
* Request a High School Think Tank for 2023-2024 (Bill and Brandi Ziegler, Jennifer Westcott, Laura Biggs, Gabriel Davenport, ??)
* Schedules for the 2023-2024 school year
* Request for time change for schedule next year.

**Staffing**

* We are in need of a school psychologist for the 2023-2024 school year.
* Additional staff for 2023-24 school year - ***Closed Session Discussion***

**Discipline  (STILL WAITING ON RESULTS)**

* SRSA grant was completed and submitted Thursday, April 13th.  The focus was on bullying and social skills for students - adjustment from COVID and functioning in a changing world.  ($23,500)
  + Still awaiting approval or denial

**Events and Community Involvement**

**\*\*\*Captain Bob's Dinner on August 14th at Dismissal for the purchase of Books.**

$10 a plate

2-4 Employees to help

August 2023 Opening Day Schedule

|  |  |  |  |
| --- | --- | --- | --- |
| **August 8** | **August 9** | **August 10** | **August 11** |
| Workday 7:45-3:45pm | Workday 7:45-3:45pm | Workday 11am-7pm | Workday 7:45-3:45pm |
| 8-11:30am  Work in classrooms | **8:30-12:00pm**  **MTSS (RHarrell)**  **Required Medical Training with Mrs. Huggins/Records review (office staff)** | Work in classrooms to prepare for Open House  11:00-5 | 8:00am-3:30pm  mClass |
| 11:30-3pm  Opening Faculty Meeting LUNCH with CSP  (rules, procedures and expectations)  Paraverbal Communication and Theraputic Rapport | Lunch on your own | Lunch on your own |  |
|  | 1-3:30pm Ag integration in the classrooms (1st 9 weeks) |  |  |
|  | 1-3:30pm MTSS leadership team with RHarrell  Required Medical Training with Mrs. Huggins  **1-4pm   (Auditorium)**  **Bloodborne Pathogen Training (all staff)**  **Diabetes Education Training and Epipen Training– PIC Medical Response Team (Select Staff)** | Open House 4:30-7:30pm |  |

**Session 1**

***Students with last names starting with A-L***

**Opening Session with Administration (auditorium) 4-4:30pm**

**Transition to classrooms to meet with teachers**

**Classroom Informational Session 4:45-5:30pm**

**Session 2**

***Students with last names starting with M-Z***

**Opening Session with Administration (auditorium) 6:00-6:30pm**

**Transition to classrooms to meet with teachers**

**Classroom Informational Session 6:45-7:30pm**

**Summer Recap**

* **Read to Achieve - 5 additional students passed the RTA test.  That leaves 6 students that will be placed in 4th grade with a 3rd grade reading label until they are retested in November 2023**
* **K-7 Reading and Math Summer School was a success - lots of positive relationships were built and students received very intensive reading and math intervention.**

**Kindergarten Kickstart Week** - **July 31-August** **3** (Family cookout on August 3)

* Provide students and parents new to the school to become more familiar with kindergarten before the year begins.  8-12pm each day, led by Mrs. Bridgett Spruill and Mrs. Carlie Bunch (Tara Lane and Renee Hodges)

**Health and Safety**

* The Board Approval or denial of the Pocosin Innovative Charter 2023-24 School Safety Plan.
  + For information: the school Safety Team Members/Medical Response Team/Seclusion and Restraint Team: Jackie Etheridge, Shelia Cumiskey, Angus Spencer, Tara Lane, Kristen Davenport, Robin Berry, Brenda Miller, BB Halstead, Nell Mason

**Technology**

* Mrs. Bond completed a full inventory of all technology at Pocosin Innovative Charter.
* Additional Key entrances and telephones - Mrs. Etheridge and I met with Jeremy from Par Electronics about Fob systems involved, moving cameras in high traffic areas and working to connect us with Telecom for the installation of phones.

**Transportation**

* Mrs. Michelle Jackson will be driving the 4th bus for Pocosin during the 2023-2024 school year.

**Facilities**

* All building inspections and health department inspections have been completed this summer. We have contacted Jeremiah about helping to address the maintenance list items at Pocosin.

**Other**

* Mascots for 2023-2024

**AG/FFA Update**

* **In Classroom:** Continuing our hands-on learning daily for all students, K-8. **Outreach & Community Involvement:** Community Outreach opportunities such as Fall Festival & Corn Hole Tournament, marketing our program. Guest Speakers including:
  + Cooperative Extension
  + Local Agribusinesses
  + NC Forestry
  + Farm Service Agency
  + Crop Duster pilot
* **Additional Enrichment:**
  + Booth at the Chowan County Fair (Possibly designed and implemented during one of our Exploratory Courses)
  + Community Garden
* **FFA**
  + Officer Team
  + CDE/LDE teams
  + State Convention Update
  + Possible events hosted
  + FFA Event Calendar dates
  + FFA Officer Involvement in local organizations (Ruritans, Farm Bureau Federation, etc.)
* **Field Trips**
  + Each class/grade level will have at least one Ag related field trip each 9-weeks.
  + Formal list and proposals to come in August
* **K-5 Ag Club and FFA Buddies**
  + Starting younger student club - has their own name - Future Ag Leaders
  + Assign Middle school student to K-5 student
* **Fundraisers**
  + Bertie Peanuts, Goat Soap, Soybean Candles, Poinsettias, Ag/FFA Sock design contest
  + Development of an annual PIC FFA/Ag Program T-Shirt
  + 3rd Annual PIC Agriculture Expo- March 21st
* **Campus Animals**
  + Chicken Run and Coop (Hatching out our own chickens - order the eggs)

K-2: Focus on agricultural awareness and literacy. **“Where does our food come from?”**

3-5: Focus on agricultural literacy and knowledge of production systems

**“How are food, fibers and fuels produced?”**

6-8: Agricultural Advocacy and Career awareness

**“Why is the agriculture industry important?” and “How can I play a role in the future of agriculture?”**

**School Safety Plan for the 2023-2024**

Motion to approve the School Safety Plan for 2023-2024 as presented by Victoria Harrison with a second by Laura Biggs. The motion was unanimously approved.

**Landscaping**

We will review the current contract that we have for the landscaping and mowing as well as advertise to accept potential bids for the upcoming school year.

**Public Comment (subject to prior submission via email)**

None

**New Business**

Victoria Harrison presented that it was time for Board Member renewals for Victoria Harrison and Lynn West for the 2023-2024 school year and the other members of the board are in 2025-2026.

Motion to approve the Board Member renewals for Victoria Harrison and Lynn West by Constance Davenport with a second by Gabrielle Davenport. The motion was unanimously approved.

Motion to approve the renewal of the current Board Officer Status for 2023-2024 of Stephanie Phelps Board Chair, Constance Davenport Board Vice President, Victoria Harrison Board Treasurer and Laura Biggs Board Secretary by Victoria Harrison with a second by Laura Biggs. The motion was unanimously approved.

**Closed Session pursuant to § 143-318.11. (a)(1) and (a)(6)**

Constance Davenport made a motion to go into closed session pursuant to § 143-318.11. (a)(1) and (a)(6). Laura Biggs provided the second for the motion. The motion was unanimously approved.

Victoria Harrison made a motion to go back into open session. Constance Davenport provided the second for the motion. The motion was unanimously approved.

Constance Davenport made the motion to approve the personnel roster as presented. Lynn West provided the second for the motion. The motion was unanimously approved.

**Personnel Roster**

Susan Clifton Fifth Grade Teacher

**Adjourn**

Motion to adjourn by Laura Biggs

2nd Gabrielle Davenport

Meeting adjourned at 9:09 pm.

Respectfully submitted,

Laura Biggs

Secretary

Pocosin Innovative Charter Board

Approved: August 15, 2023

Secretary:  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Board Chair:  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Attendance:

Laura Biggs

Lynda West

Gabrielle Davenport

Victoria Harrison

Stephanie Phelps

Constance Davenport

Jackie Etheridge

Shelia Cumiskey