



Pocosin Innovative Charter Board of Directors Monthly Meeting January 17, 2023

Chairman Stephanie Phelps called to order at 6:00 pm on January 17, 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 Gabrielle Davenport. The motion was unanimously approved.

Approval of Minutes

Motion to approve the minutes from December 2, 2022 as presented by Gabrielle Davenport with a second by Constance Davenport. The motion was unanimously approved.

Motion to approve the minutes from December 15, 2022 as presented by Lynn West with a second by Gabrielle Davenport. The motion was unanimously approved.

Motion to approve the minutes from December 20, 2022 as presented by Constance Davenport with a second by Gabrielle Davenport. The motion was unanimously approved.

Director's Report

Amelia Gouillon and Jackie Etheridge presented the Director's Report, and the current enrollment is at 230 students. Our open enrollment period began January 1. Applications will be housed in the SchoolMint system. Current applications (65):

- K-27
- 1-6
- 2-5
- 3-1
- 4-4
- 5-11
- 6-6
- 7-2
- 8-3

Intent letters will be sent home to families on January 27, 2023. These forms are due on February 3, 2023 and will help determine the number of available seats for the 2023-2024 school year. Middle school students will begin new electives on January 23. Options include chorus, art, personal fitness, animal science, agriculture STEM, and local industries (see below for description of each). The second round of benchmark testing will take place January 24 through 26. We need services from a school psychologist for the 2023-2024 school year. We continue to seek out additional substitute teachers and substitute bus drivers. The second round of teacher observations began on January 17 and will continue through the end of the month. We have had three major offenses recorded in Educator's Handbook since the last Board meeting. A report of offenses can be found below. Prospective Family Open House will be January 26 and February 2 from 6-7 PM. National School Choice Week- We will be celebrating National School Choice Week on January 23-27 with a school spirit week. Ag Expo- We have started the planning process with the team. The event will take place on March 23 from 4-7 and will coincide with National Ag Week. We are looking to expand our vendor list from last year. Music and Arts Week- Mrs. Broome and Mrs. Maready have been working together to plan Music and Arts Week for the school. This will take place on April 24-28. Activities include: A K-5 and middle school assemblies to hear the New Band, a poster contest, artwork on display, and the spring

school assemblies to hear the Navy Band, a poster contest, artwork on display, and the spring concert (April 27 @ 6:30). We have developed a new safety team to ensure all staff are trained and prepared for any unexpected event. Krista and I have scheduled weekly meetings to ensure all technology requests and services are being met. We have contacted SoundSide due to slower internet connections in the modular. We have scheduled service for them to come on Friday, January 20, 2023. We are continuing our bi-weekly meetings and on track with all deadlines for the NC Access Grant. Bus #66 has been fixed so we are able to resume our 4 bus schedule. The transportation grant offered through OCS was submitted on December 27, 2022. *(This grant will reimburse the school for up to 65% of qualifying transportation expenses made between July 2022 and December 2022. If awarded, grants will be disbursed by February 15, 2023.)* Thompson Roofing should be here by January 18, 2023 to repair the leak in front of the boys bathroom.

Field Trips

A field trip is requested for the 2nd Grade to College of the Albemarle in Elizabeth City on March 10, 2023. Constance Davenport made the motion to approve the field trip and a second by Laura Biggs. The motion was passed unanimously.

A field trip is requested for the 3rd Grade to ECSU Planetarium in Elizabeth City on March 16, 2023. Lynn West made the motion to approve the field trip and a second by Gabrielle Davenport. The motion was passed unanimously.

A field trip is requested for the 5th Grade to Jamestown in Virginia on April 5, 2023. Lynn West made the motion to approve the field trip and a second by Constance Davenport. The motion was passed unanimously.

A field trip is requested for the 2nd Grade to Simply Natural Creamery in Ayden on April 6, 2023. Gabrielle Davenport made the motion to approve the field trip and a second by Gabrielle Davenport. The motion was passed unanimously.

A field trip is requested for the 2nd Grade to Scuppernong Produce in Columbia on May 5, 2023. Constance Davenport made the motion to approve the field trip and a second by Gabrielle Davenport. The motion was passed unanimously.

A field trip is requested for the K-2nd Grade to Taylor Theater in Edenton on May 16, 2023. Laura Biggs made the motion to approve the field trip and a second by Constance Davenport. The motion was passed unanimously.

AIG Proposal

Amy Collins presented a proposal for the 2023-2024 school year. There will be an AIG Team formed to complete the full scope of the plan that will need approval from the Board of Directors.

Open Enrollment

We can enroll up to 74 more students for the 2023-2024 school year. There will need to be consideration of a location if an additional 5th grade class is needed.

G5 Funding

Small rural school achievements are rewarded with \$27,000 funding and should be spent by September 2023. Allowable expenses are available to see on the website geared towards student achievements. Could be spend on tutoring is a recommendation by Ms. Gouillon.

Related Industries

Angus Spencer presented information on

Agriculture

Kellie Luton presented information on

Constance Davenport made the motion to approve the Cow Patty Bingo fundraiser at the Ag Expo with a second by Gabrielle Davenport. The motion was passed unanimously.

Gabrielle Davenport made the motion to change March 23rd to a half day release at with a second by Constance Davenport. The motion was passed unanimously.

Facilities

Thompson Roofing should be here by January 18, 2023 to repair the leak in front of the boys bathroom.

Budget Update

A budget update was given

Public Comment (subject to prior submission via email)

No public comment was presented.

New Business

None

Adjourn

Motion to adjourn by Constance Davenport
2nd Lynn West

Meeting adjourned at 7:12 pm.

Respectfully submitted,
Laura Biggs
Secretary

Pocosin Innovative Charter Board
Approved: February , 2023

Board Chair: _____

Secretary: _____

Attendance:

Laura Biggs
Lynda West
Gabrielle Davenport
Stephanie Phelps
Victoria Harrison
Constance Davenport
Amelia Gouillon
Jackie Etheridge



BOARD OF DIRECTOR'S WORK SESSION
January 27, 2023

Chairman Stephanie Phelps called to order at 3:37 pm on January 27, 2023 a work session of the Pocosin Innovative Charter Board of Directors.

APPROVAL OF AGENDA

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

FFA SHIRT AND FUNDRAISER APPROVAL

Director of Academics Aimee Gouillon presented the FFA T-shirt design and fundraiser on behalf of the PIC FFA organization. All proceeds will go to the FFA students.

OPEN ENROLLMENT

Chairman Stephanie Phelps shared the current enrollment numbers with the Board and Directors. There may need to be plans to accommodate another 1st grade and 5th grade or 2nd grade, and 6th grade. Director of Academics Aimee Gouillon is planning a schedule/layout to house the additional students. Open enrollment ends on February 28th.

VETERANS FIELD

Chairman Stephanie Phelps presented information to the board stating that more funding for a playground, lighting, equipment, dirt, and fencing is needed at roughly \$70,000. We are going to draft a sponsorship letter to ask businesses in the community for donations for the fields. Action steps are to making a timeline to have available with the updates to the fields.

USDA

Vice Chairman Constance Davenport presented information that on Monday 1/31 an appraisal of the building will occur. We will plan to have another work session to continue working on the USDA Loan application.

BUDGET REVIEW

Victoria Harrison presented the most recent budget update for the Board and is meeting with Cory at CSP for financial updates and planning for the 2023-2024 Budget.

ADJOURN

Motion to adjourn by Gabrielle Davenport
2nd Laura Biggs

Meeting adjourned at 4:43 pm.

Respectfully submitted,

Laura Biggs
Secretary
Pocosin Innovative Charter Board

Approved: March 21, 2023

Board Chair: _____

Secretary: _____

Attendance:
Laura Biggs
Gabrielle Davenport
Stephanie Phelps
Victoria Harrison
Constance Davenport