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

**May 8, 2023**

Chairman Stephanie Phelps called to order at 6:01 pm on May 8, 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 Lynn West. The motion was unanimously approved.

**Approval of Minutes**

Motion to approve the minutes from March 21, 2023 as presented by Victoria Harrison with a second by Constance Davenport. The motion was unanimously approved.

Motion to approve the minutes from March 27, 2023 as presented by Victoria Harrison with a second by Constance Davenport. The motion was unanimously approved.

**Director’s Report**

Shelia Cumiskey presented the Director’s Report, and the current enrollment is at 219 students.

**Academics**

● Students planning for EOG and end of year summative assessments.

● Pocosin publicity brochures - share with the Board.Re

● This content will be presented to the Board during closed session for information

and approval.

**Staffing**

● We are in need of a school psychologist for the 2023-2024 school year.

● Staffing for 2023-24 school year - proposal to be discussed during the 2023-2024

enrollment projection and academic yearly plan.

**Discipline**

● 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). The grant was written for a full time TA to implement a social skills and soft skills program to all students in grades K-8. Teachers would be involved in this process with this TA. This can be amended if the Board does not approve this request.

**Major Discipline Referrals**

There have been no major discipline referrals since our last board meeting.

**Events and Community Involvement**

Calendar for the Remainder of May - June 2023

May 11 Thursday Title 1 parent night

May 12 Friday Windy Acres Farm Petty Zoo (Kindergarten) 8:45-1:30pm

May 13 Saturday Campus Beautification Day 9-12pm

May 15 Monday 5th and 8th grade Science EOG

May 16 Tuesday K-2 to Taylor Movie Theater in Edenton

May 16 Tuesday 3-8 EOG ELA

May 17 Wednesday Charter Review

May 18 Thursday 3-8 EOG Math

May 18 Thursday (pm) Ag Themed Field Day for grades k-2

May 19 Friday(am) Ag Themed Field Day for grades 3-5, (pm) Ag Theme Field Day for grades 6-8

May 22 Monday 1-7 awards (detailed schedule to come) - during the day

May 22 Monday Grades are due

May 23 Tuesday 3rd Grade RTA Retest TO BE MOVED TO END OF RTA CAMP

May 24 Wednesday 8th grade to Busch Gardens

May 25 Thursday 8th Grade Awards Ceremony. 6pm Philippi Church of Christ Life Center 6pm

May 25 Thursday Kindergarten promotion 11am

May 26 Friday Last day of school for students

**Academic Camps**

June 2023 Hours 8am-12pm - 4 hours a day

Week 1 Monday-Thursday (June 5-8)

Week 2 Monday-Thursday (June 12-15)

Week 3 Monday-Thursday (June 19-22)

Week 4 Monday-Thursday (June 26-29)

**K-1** Led by Mrs. Bridgett Spruill/Mrs. Tara Lane **2** - Led by Ms. Kristen Davenport **4** - Led TBD **5 -7** Mrs. Mason and Mrs. Halstead

3rd - RtA Camp - RETEST on June 15, 2023 (2 week camp)

**Ag Camp Maximum 15 per camp**

K-2 June 5-8 (Led by Ms. Luton)

3-5 June 12-15 (Led by Ms. Luton)

6-8 June 19-22 (Led by Ms. Hassell)

6-8 June 26-29 (Led by Ms. Hassell)

**Kindergarten Kickstart Week - July 24-27 (family cookout on July 27th**)

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

**Health and Safety**

The Pocosin Safety Team met Tuesday, April 18th at 2:15pm. The School SafetyManual was assembled and a copy has been shared with each Board Member - in the Board folder.

● A school safety risk assessment was completed on April 20, 2023. The results of this walkthrough are in the Board Folder.

● There were 75 students that received the free Lions Club Screening (4 were absent during the day of screening).

**Technology**

We are renewing our contract with Jeannene Hurley for Eratesupport.

**NC Access Grant**

● We are continuing to work with CSP and on track with all deadlines.

● Meeting on Wednesday and Thursday with CSP and discussed the educational expenditures for the remaining $23,000. The proposed expenditures are below. Renewals of effective curriculum (process of vetting those programs is going now) (update in closed session)

○ mClass

○ SEL curriculum (Core plus, CaseL and Emotional ABC - all research based)

○ Summer Ag PD

○ Marketing materials (Ordered and posted around the school) COMPLETED

○ MTSS refresher training for all staff (we must get an effective MTSS team up and going for all students at Pocosin) - Rhonda Harrell

**Transportation**

We currently have 3 bus driver’s until further notice.

**Facilities**

● May 2023 Fire Drill and a Lockdown drill will be scheduled for Pocosin within the next 2 weeks.

● Fire inspection scheduled for the Month of May 2023.

● Hardware Specialties - The Door People (Bill)

○ Put us in contact with Jeremy with Pair Electronics

**Agriculture and Ag Expo Update**

Shelia Cumiskey presented for Kellie Luton who was sick and will send the ppt.

**CIPA Review**

Sheila Cumiskey presented information on this as it protects kids from outside predators on the internet. We have to update it each year and submit the policy to DPI as well as advertise this information to families.

**R.Barr – CPA Contract**

Stephanie Phelps presented the contract for our annual financial audit to be conducted by R. Barr. The motion to approve the contract by Victoria Harrison pending changes made per our Lawyer to include the state indebtedness clause and the audit will need to include any undocumented items with a second by Laura Biggs. The motion was unanimously approved.

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

No public comment was presented.

**New Business**

Laura Biggs presented information that Veteran’s Field is being used 3 days a week for local baseball teams to practice.

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

Victoria Harrison made a motion to go into closed session pursuant to § 143-318.11. (a)(1) and (a)(6). Lynn West provided the second for the motion. The motion was unanimously approved.

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

Gabrielle Davenport Made the motion to approve the personnel roster as presented. Constance Davenport provided the second for the motion. The motion was unanimously approved.

**Personnel Roster**

Bridget Spruill Kindergarten Teacher

Carlie Bunch Kindergarten Teacher

Madeline Small First Grade Teacher

Sandie Kirkman Second Grade Teacher

Leslie Coltrain Second Grade Teacher

Nikki Dowd Third Grade Teacher

Krista Bond Third Grade Teacher

Susan Phelps Fourth Grade Teacher

Amy Collins Fifth Grade Teacher

Angus Spencer Related Industries Teacher

Wes Gaddy P.E. Teacher

Nell Mason Middle School Math Teacher

BB Halstead Middle School Social Studies/English Teacher

Ramona Armstrong Middle School Intervention Teacher

Paige Brickhouse Middle School Science Teacher

Christy Maready Art Teacher

Tina Broome Music Teacher

Kellie Luton Ag Teacher

Katherine Hassell Ag Teacher

Brenda Miller Exceptional Children’s Teacher

Robyn Berry Exceptional Children’s Teacher

Tara Lane Teacher Assistant

Billie Jo Dunlow Teacher Assistant

Kristen Davenport Teacher Assistant

Johnna Bateman Teacher Assistant

Haley Patrick Teacher Assistant

Renee Davidson Administrative Assistant

Daphne MCcleese Bus Driver

Christina Bunch Bus Driver

Vicki Davenport Bus Driver

**Adjourn**

Motion to adjourn by Victoria Harrison

 2nd Lynn West

Meeting adjourned at 9:07 pm.

Respectfully submitted,

Laura Biggs

Secretary

Pocosin Innovative Charter Board

Approved: June 13, 2023

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

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

Attendance:

Laura Biggs

Lynda West

Gabrielle Davenport

Victoria Harrison

Stephanie Phelps

Constance Davenport

Jackie Etheridge

Shelia Cumiskey