

**Northeast Regional School  
Of  
Biotechnology and Agriscience  
*Board Meeting Minutes***

Date: July 16, 2014

Time: 4:30 PM

Location: Vernon James Research and Extension Center

Present: David Peele, Joe Landino, Norris Tolson, Lynn West, Michael Dunsmore, Kenneth Harrell, Jean Woolard, Julius Walker, Matthew Babcock, Paul Spruill

Absent: Mac Hodges, Benjie Forrest, Dwight Respass, Ethan Lenker, Simon Griffin, Karen Clough

Karen Clough is the Tyrrell County representative replacing Lloyd Armstrong.

Chairman David Peele called to order the meeting of the Board of Directors for the Northeast Regional School of Biotechnology and Agriscience at 4:30 PM on July 16, 2014. The meeting was held at the Vernon James Research and Extension Center in Plymouth, NC. Inga Spruill proceeded with roll call. Resource personnel present were Principal Hal Davis of NERSBA, Andrew Harris and Tony Habit from NC New Schools, Brad Davis, Mayor of Jamesville, NERSBA Instructional Coach Tracie Asby, Tiffany Hudson from the Roanoke Beacon and Brenda Monty from The Enterprise.

Norris Tolson led the board in prayer and the Pledge of Allegiance.

Chairman Peele presented the agenda for approval. Norris Tolson moved to approve the agenda followed by a second from Kenneth Harrell to accept agenda as presented. The motion to approve the agenda was passed unanimously by the board membership.

Chairman Peele offered the June minutes for consideration and noted the minutes were posted on the NERSBA website. Jean Woolard moved to approve the minutes. Norris Tolson seconded the motion which was approved unanimously by the board.

**Public Comments:**

Chairman Peele recognized Mr. Brad Davis, Mayor of Jamesville. Mr. Davis spoke on the behalf of the town of Jamesville welcoming NERSBA to the community.

**Installation of New Board Members:**

New board members Jean Woolard, Karen Clough, and Paul Spruill will be sworn in at a later date.

**Finance Report: Michael Cowin:**

Mr. Cowin provided the board a copy of the NC Local Government Commission Audit Contract for Fiscal Year 2013–2014. The Audit contract outlines the following understanding with concerns.

- The audit for 2013–2014 will be performed by Carr, Riggs and Ingram.
- The auditor shall audit all financial statements and disclosures required by generally accepted Auditing Standards.
- The Auditor shall conduct the audit and render a report in accordance with generally accepted Auditing Standards.
- The auditor shall perform the audit in accordance with Government Auditing Standards and perform a single audit of state and federal laws.
- The audit is to be completed and due to the NC LGC by October 31, 2014.
- The auditor will issue an opinion as to whether the Financial Statements are fairly presented in conformity with Generally Accepted Accounting Principles.

Norris Tolson moved to approve the guidelines as outlined followed by a second from Julius Walker. The motion to approve the guidelines passed unanimously.

**NC New Schools Update: Andrew Harris:**

Mr. Harris provided a brief update on NC New Schools and their involvement with NERSBA. Mr. Harris stated that NERSBA has identified two goals to work towards during the new school year.

1. To redefine the school culture.
2. Focus on rigorous powerful teaching and learning.

**NERSBA Curriculum Design Committee Update by Lynn West:**

Mrs. West reported the second Curriculum Design Committee meeting was held on July 10, 2014 at the Vernon James Center. Mrs. West stated that Mr. Davis opened the meeting with introductions. Highlights of meeting discussion are:

- Concerns from parents of safety. Those were discussed and noted that Martin County Schools will be leaving the security cameras in place.
- Dual enrollment course offerings for NERSBA scholars
- Students having connectivity to Vernon James Research Center
- Agriscience classes, projects and events offering courses in animal science in the fall. Horticulture will follow in the spring.
- Biotechnology opportunities will be held at Pitt Community College Biotech Center.
- SAE plan of action: Supervised Academic Education Experience. This project ties in all STEM initiatives outlined at NERSBA utilizing a three-circle model. Mrs. West stated that out of the 114 students 108 completed their SAE requirements this year.
- FFA Camp at White Lake
- National FFA Convention will be in Louisville, Kentucky
- Current data in North Carolina Virtual Public Schools and Powerschool
- Service area for community college course offerings
- Career and College Program courses can only be offered to junior scholars at the present time
- An update on Cooperative and Innovative School status
- The next curriculum meeting is scheduled for August 11th at 3:00 pm at the new NERSBA location in Jamesville.

**NERSBA Personnel Committee Update: Norris Tolson:**

Mr. Tolson stated the committee is made up of Michael Dunsmore, Dwight Respass and himself. Mr. Davis has a very busy schedule this month with the move of the school and the evaluation for him will be completed August.

**USDA Planning Grant & Job Description for Coordinator:**

Mr. Tolson reported that we are very close to securing a USDA Grant Planning Grant. Funds from this grant will be split between hiring a project manager, focus meetings across all five counties, and develop promotional material to used for handouts at meetings and student recruitment.

Coordinator description for a facilities project manager was presented to each board member. The posting of this job position will be soon made public after all details have been finalized.

Joe Landino moved to approve the concept of the facilities project manager followed by a second from Matthew Babcock. The motion passed unanimously by the board membership.

**Fundraising Committee:**

Committee members are: Agnes Powell, Joe Landino, Lynn West, Michael Dunsmore Jean Woolard, Mac Hodges, Norris Tolson, Dwight Respass in addition to two parent representatives and two local individuals. A chairperson for this committee will be named at the next board meeting.

Joe Landino will organize the work of committee.

**Building Committee:**

Members are: Chairperson Paul Spruill, Norris Tolson, Jean Woolard, Julius Walker, and David Peele along with parents.

**New Business:**

Mr. Cowin reported on the 2013–2014 Amended Budget of \$983,416.00. The 2014–2015 Proposed Budget Summary outlines a budget of \$1,411,112.50. This is a \$427,696.50 increase from the prior budget. The Budget by Fund per the 2014–2015 Proposed Budget is noted below:

- State: \$1,041,040.96– 73.7%
- Local: \$215,632.25– 15.4%
- RTTT: \$35,093.27– 2.55%
- Golden Leaf: \$85,911.98– 6.1%
- Carnegie: \$32,434.04– 2.3%
- \$1,411,112.50 –100%

Budget Funding per students stands at \$8,300.66.

Budget by Expenses was presented as outlined below:

- Salary/ Benefits: \$983,094.90 – 69.7%
- Purchased Services: \$102,004.65 – 7.2%
- Technology: \$59,096.28 – 4.2%
- Instructional Supplies: \$103,514.9 – 7.3%
- Furniture & Equipment: \$70,130.57 – 5.0%
- Remote Campus Site: \$93,271.19 – 6.6%
- \$1,411,112.50 – 100.0%

**Principal Hal Davis Updates:**

*Nersba Transition to Jamesville Update:*

Mr. Davis thanked Mr. Harrell and Martin County Commissioners and everyone that had apart making the NERSBA transition to Jamesville Middle School and former Jamesville High School site property a success. He also thanked the board for their support of hiring a firm to facilitate this process.

Mr. Davis stated he is looking forward to the board members visit to our new Jamesville location in the near future.

Mr. Tolson suggested the NERSBA board needed to send a letter of thanks to Martin County Schools thanking them for all the work they did to move, clean and prepare Jamesville Middle and Jamesville High School for NERSBA.

**NERSBA Student Enrollment Information:**

Board members were provided a detailed projection of enrollment by LEA and Grade Level by Mr. Davis.

**NC Career/Technical Education Conference:**

Mrs. Buffy Everette and Mr. Cole Watkins will be attending the Career and Technical Education Conference in Greensboro July 21<sup>st</sup>–24<sup>th</sup>.

**R.J.Peeler FFA Camp: July 28<sup>th</sup>–August1:**

NERSBA FFA members will be attending the RJ Peeler FFA Camp at White Lake, NC July 28<sup>th</sup> trough August 1<sup>st</sup>.

**NERSBA New Student Orientation:**

Freshmen Scholar Orientation will be held on July 29<sup>th</sup> at 7:00 PM. Sophomore and Junior Scholar Orientation is scheduled for July 31<sup>st</sup> at 7:00 PM.

**NERSBA Board of Directors Meeting Schedule:**

A copy of the board meeting schedule for the 2014–15 school calendar was provided to individual board members. Board meetings will be held at the Vernon James Center unless otherwise noted.

**NERSBA Vision and Mission Retreat:**

A retreat for board membership will be held on Wednesday, August 20, 2014. A luncheon will be served and then follow with the August scheduled board meeting later that afternoon.

Mr. Davis noted that during this meeting they will spend a lot of time talking about our vision and mission. Where do we want to take our students? Where do we want to take our school? Then in terms of our mission, how do we get there? This is our game plan right now. This is what we do each day when we come to work.

Chairman Peele stated during the August 20<sup>th</sup> retreat he will review the vision and mission of the school with our board members. Chairman Peele noted that Dr. Marshall Stewart will be attending and discussing how and why the school was formed and establishing future goals and objectives for the board to accomplish.

With no further discussion Norris Tolson moved to go into closed session followed by a second from Julius Walker. Under NC G.S.143–318.11(a)(6)(personnel). The motion passed unanimously @ 6:45 PM.

The board came out of closed session at 6:55 pm. Michael Dunsmore moved to accept personnel recommendations as presented by Mr. Davis (formal approval to employ Jessica Giorgione, Jessica Lunsford, Jennifer Loeffler as NERSBA faculty) followed by a second from Lynn West. The motion to accept this recommendation passed unanimously.

The next scheduled board meeting is set for Wednesday August 20, 2014.

The meeting adjourned at 7:00 PM.

Minutes submitted by: Inga Spruill