

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

Date: December 17, 2014

Place: NERSBA Jamesville Campus

Time: 4:30 pm

Present: David Peele, Mac Hodges, Benjie Forrest, Joe Landino, Paul Spruill, Dwight Respass, Jerry Phelps, Michael Dunsmore, Jean Woolard, Julius Walker, Simon Griffin, Matthew Babcock, Karen Clough.

Absent: Norris Tolson, Kenneth Harrell, and Ethan Lenker.

Chairman Mac Hodges called to order the monthly meeting of Northeast Regional School of Biotechnology and Agriscience at 4:30 pm on December 17, 2014. The meeting was held at the NERSBA Jamesville Campus.

Chairman Hodges welcomed new member Jerry Phelps, representing Washington County Schools to the Board of Directors. Mr. Phelps has served on the Washington County Board of Education for twelve years and was recently re-elected for an additional term. He is looking forward to working with the board and providing leadership to NERSBA.

Inga Spruill proceeded with roll call. Resource personnel present were Hal Davis, Principal, NERSBA faculty Jessica Lunsford, Tracie Asby, Christi Rogerson. Joe Austin of Ward & Smith, P.A., Ed Dunlop and Allison Schafer of the North Carolina School Boards Association and Tiffany Hudson of the Roanoke Beacon were also in attendance.

Benjie Forrest led the group in prayer and the US Pledge of Allegiance.

Chairman Hodges presented the agenda for approval. With no additions or deletions, Jean Woolard moved to approve the agenda followed by a second from Simon Griffin. The motion to approve the agenda passed unanimously by the board membership.

Chairman Hodges offered the November minutes for consideration and noted that the minutes are posted on the NERSBA website. Karen Clough moved to accept the minutes followed by a second from Joe Landino. The motion to approve the November minutes was passed unanimously by the board.

Public comments: None

North Carolina School Board Association:

Mr. Ed Dunlop, Executive Director

Mrs. Allison Schafer, Director of Policy/Legal Services

Mr. Dunlop thanked the board for their opportunity for membership and noted the School Board Association was formed in 1937 by Dr. Guy Phillips. With a membership of 115 local school districts, the NCSBA provides numerous services to local education agencies. Mrs. Schafer has provided service to the NCSBA for 17 years and provides policy/legal services training to districts.

Mrs. Schafer provided an information packet to the NERSBA board members outlining training, policy services, index to policies and federal law policies. She stated a sample policy manual can be purchased for \$2,500.00 by NERSBA with a \$950.00 annual subscription fee. Additional workshops are offered through webinars and trainings through the NCSBA website at www.ncsba.org.

David Peele moved that NERSBA move forward with purchasing the sample policy for \$2,500.00 and the \$950.00 yearly update annual subscription fee. Matthew Babcock seconded the motion. The motion passed unanimously by the board membership.

Committee for Policy Manual: Michael Dunsmore, Chair of Committee, David Peele, Julius Walker, Ethan Lenker and Hal Davis.

NERSBA Peer Review Update: De McKenzie, NC New Schools:

Mr. Davis stated that he had asked Mr. McKenzie from NC New Schools to attend the meeting this afternoon to update the board on the Peer Review conducted at NERSBA before Thanksgiving. Mr. Davis noted that we did have a very successful Peer Review on November 20th and 21st. The NERSBA faculty and students did an outstanding job with presentations scheduled throughout the visit.

Mr. Davis pointed out that information and feedback from the group received from the visit was well received and our school is very appreciative of all individuals that were part of the group that toured our school and met with teachers and students during that two-day visit.

Finance Report: Michael Cowin

Mr. Cowin provided a copy of the Financial Report to board members. The update reflects our financial status at the end of last month as outlined on page 4 item 5 of the report giving an update through December 10th of 2014.

Operating Budget:	\$1,499,989.35
Instruction:	\$275,277.71
Support:	\$224,711.64
Current Obligation:	\$684,244.74
Projected Balance:	\$194,854.33

The NERSBA Budget Committee will meet on January 9, 2015 at the Pitt County Board of Education offices to meet with Jeff Best from Carr, Riggs and Ingram for a preliminary audit report.

NERSBA Curriculum Committee Report: Benjie Forrest

Mr. Forrest reported during the last meeting board members, staff, parents and student representatives, the following items were discussed:

- Goals related to mission and purpose of the school
- Partnering with higher education institutions such as Martin Community College, Beaufort Community College and that the University of Mount Olive and NC A&T State University has expressed keen interest wanting to partner with NERSBA

- Partnership with NC State University. Seven NERSBA scholars are enrolled in classes this spring.
- Policies with attendance needs procedures/policies
- Classification of students
- Parental concern for a learning-by-doing curriculum. Parents were asked to bring ideas to the next meeting

During the January Curriculum Design Committee Meeting, the NERSBA faculty would have formal proposals to discuss with respect to classification of scholars, promotion and graduation requirements as well as attendance procedures.

Mr. Forrest also noted that according to the UNC System, private schools do not have to accept college credits/classes that students have taken. He went on to note that 99 % of the time they do however.

Cooperative and Innovated Schools Grant Update: Tracie Asby

Mrs. Asby reported at this time we have been asked to resubmit the Cooperative Innovative Schools Grant with Martin County Community College as our primary partner. This request was made by Dr. Rebecca Garland at the Department of Public Instruction. This will not affect students currently enrolled in college courses.

David Peele asked has the application been approved by Scott Ralls office, President of North Carolina Community College System. Dr. Peele stated he has some say over the grant and he needs to be informed prior to submission. Dr. Michael Dunsmore commented that Dr. Rebecca Garland needs to be contacted with this concern.

New Business: Hal Davis

Mr. Davis thanked Mr. Phelps and being supportive of our school and is glad he can thank him on a formal basis for being elected to NERSBA Board of Directors.

Beaufort County AgFest:

Mr. Davis thanked Mr. Hodges, Beaufort County Schools and Farm Bureau for hosting the Beaufort County AgFest. Our school enjoyed the opportunity and the unique learning experience for our students.

NERSBA College Course Spring Offerings: Jessica Lunsford

Mrs. Lunsford reported NERSBA will hold 450 seats at Beaufort Community College for all grade levels during the new semester. Each student at NERSBA will be enrolled in a minimum of at least two college courses (including freshman) during the spring semester.

In addition, seven NERSBA scholars will be enrolled in distance education classes offered through the College of Agriculture and Life Sciences at NC State University this spring.

2015-2016 Operational Budget:

The NERSBA Budget Committee will meet January 9th at 9 am with Michael Cowin at the Pitt County Schools Central Office. The board also asked Mr. Davis to offer recommendation on addressing equipment and instructional needs as requested by individual program areas during the January board meeting.

NERSBA Board Policy Development:

As noted above the committee will consist of Chair-Michael Dunsmore, David Peele, Julius Walker, Ethan Lenker and Hal Davis.

NERSBA Calendar Update:

NERSBA Fall Semester Final Exams: December 8th -17th

Mr. Davis thanked Julie Gurganus, Tracie Asby, Jessica Lunsford and the NERSBA teaching faculty and staff on a successful fall semester exam administration. This was a tremendous task with testing requirements set forth by state and federal guidelines.

NERSBA Holiday Schedule:

The December NERSBA Satellite Conference Day will be held Friday December 19th. NERSBA students/faculty will be away from campus for the holiday break until January 5th, 2015 with staff returning that day for a teacher workday. Scholars will return to school on January 6th to begin the 2015 NERSBA semester spring schedule.

The administrative office will be open on an abbreviated schedule throughout the holidays.

With no further business Chairman Hodges announced that the next scheduled board meeting would be January 21, 2015 at 4:30 pm at NERSBA Jamesville Campus.

A motion was made by Mr. Walker to go into closed session at 5:30 pm under state statute NC G.S. 143-318.11(6)/Personnel. Mrs. Jean Woolard seconded the motion which passed unanimously with a board vote.

At the conclusion of the closed session, Matthew Babcock moved to adjourn the meeting with a second from Michael Dunsmore. Following a majority vote by the board, the meeting adjourned at 7:00 pm.

Minutes submitted by: Inga Spruill, Board Secretary