

# Northeast Regional School of Biotechnology and Agriscience Board Meeting Minutes

**Date:** June 10, 2015

**Time:** 4:30 pm

**Place:** NERSBA Jamesville Campus

**Present:** Mac Hodges, Joe Landino, Benjie Forrest, Dwight Repess, Michael Dunsmore, Kenneth Harrell, Jean Woolard, Paul Spruill, Simon Griffin

**Absent:** Julius Walker, Ethan Lenker, Matthew Babcock, Karen Clough, Jerry Phelps

Chairman Hodges called to order the June meeting of the Northeast Regional School of Biotechnology and Agriscience Board of Directors at 4:30 pm on June 10, 2015.

Inga Spruill proceeded with roll call.

Benjie Forrest led the board in prayer and the United States Pledge of Allegiance.

Chairman Hodges presented the agenda for approval. Joe Landino added to the agenda questions dealing with the proposed 2015-16 budget. With no further additions or deletions, Jean Woolard moved to approve the agenda with the additions as presented followed by a second from Kenneth Harrell. The motion passed unanimously.

Chairman Hodges offered the May board meeting minutes for consideration and noted the minutes were posted on the NERSBA website. Dwight Respass moved to approve the minutes followed by a second from Simon Griffin. The motion passed unanimously.

**Public Comments:** None

## **Martin Community College Faculty:**

Principal Davis thanked Martin Community College and Dr. Ann Britt, President, Dr. Brian Busch and Dr. Jennifer Burruss for their efforts with NERSBA. They have been working extensively with Julie Gurganus, Tracie Asby and Jessica Newman with organizing our program of studies for the 2015-2016 school year. Martin County Community College will be providing a wide range of courses for our students next year.

Dr. Busch noted there will be 147 students enrolled at MCC from NERSBA during the fall semester with several students enrolled in summer classes at the school.

### **Finance Report: Michael Cowin:**

Mr. Cowin noted three items to be given consideration before the board of directors:

- The continuing budget resolution allowing the school to operate into the new school year until the budget is finalized at the state level.
- The approval of the audit for next year with Carr, Riggs and Ingram who will perform the audit for the 2014-15 academic calendar.
- Final Financial Budgets Report

Mr. Cowin stated this is the last budget amendment for the school year. His office is running the final payrolls and collecting final bills for payout with intentions of using all state funds.

1. The state fund allocation increased \$1,145.00. Local funds received an increase of \$1,339.24 for reimbursement of salary from general fund for bus drivers.

NERSBA currently has a local balance of \$9,917.11. There is currently a balance of \$9,387.92 that is obligated utilities and unexpected bills etc. and contracted custodial services.

2. 2015/2016 Interim Budget Resolution:  
This resolution allows NERSBA to spend money and operate until the full budget is approved for the new fiscal year.
3. Auditors Contract Approval with Carr, Riggs & Ingram

Chairman Hodges offered the May 18, 2015 Financial Report for board approval. Kenneth Harrell moved to approve the Financial Report followed by a second from Simon Griffin. The motion passed unanimously by the board membership.

Chairman Hodges presented the 2015-2016 Interim Budget Resolution and the Audit Contract for board approval. Paul Spruill moved to accept both items followed by a second from Joe Landino. The motion passed unanimously by the board membership.

### **Added line item – Financial: Joe Landino**

Jo Landino noted a concern for online courses taken with NCSU. The line item shows a very small amount of funds to pay for those courses for the upcoming school year. Mr. Cowin stated our budget is very conservative at this time and that funds can be adjusted to pay for those courses. Mr. Cowin expects additional fiscal resources that may be used to for this purpose once the General Assembly approves their budget.

### **NERSBA Curriculum Committee Meeting Update:**

Jessica Newman presented to the board specific grade level promotion and graduation requirements including Internship Project and Super-Senior Seminar.

During discussion, Joe Landino stated that that he would like to see more of the biotechnology courses included with the curriculum this year. Mr. Davis noted that two of our faculty will be attending the Case Institute this summer and will be provided resources to incorporate this concept with our agriscience/science instructional areas.

Paul Spruill moved to approve the Internship Project and Seminar Class requirements as presented with staff flexibility to adjust this component and communicate to board final adjustments. Benjie Forrest seconded the motion which passed unanimously.

Chairman Hodges requested on behalf of the board for Principal Davis to provide a document that shows the course offerings scholars can take at NERSBA.

#### **Old Business:**

Jean Woolard: NERSBA Board Organization

Mrs. Woolard reported the committee has not been able to meet there have been conflicts in schedules. She has been working on a draft copy so when her committee meets they can review.

#### **NERSBA Board Member Retreat: Chairman Mac Hodges**

Chairman Hodges provided the board with an update on a board retreat scheduled for July 29<sup>th</sup> or August 4<sup>th</sup>. He would be contacting representatives at the Department of Public Instruction and providing additional details regarding the time and date of the retreat to all board members in the very near future.

#### **Replacement of Superintendent: Dr. Michael Dunsmore**

Superintendent, Dr. Michael Dunsmore of Tyrrell County will be leaving our NERSBA Board of Directors to assume the same position with Wayne County Schools. Dr. Dunsmore stated that he had talked with Dr. Don Phipps and he is willing to represent the superintendents from the five county service area on the NERSBA board. Chairman Hodges commented that Dr. Dunsmore has been with NERSBA from the very beginning and has given a lot of time and NERSBA wouldn't be her today if it wasn't for him. Principal Davis thanked Dr. Dunsmore for all he has done for our students. Mrs. Jean Woolard referred to Dr. Dunsmore as a great friend and has enjoyed working with him.

The next board meeting is scheduled for July 22, 2015 at 4:30 pm at NERSBA Jamesville campus.

Chairman Hodges entertained a motion to go into closed session. Jean Woolard moved to go into closed session (NC G.S. 143-318.11(5)/ Facilities Lease Agreement) and also (NC G.S. 143-318.11(6)/Personnel followed by a second from Michael Dunsmore at 5:35 pm.

At 6:20 pm a motion was made by Benjie Forrest to come into open session followed by a second from Kenneth Harrell.

Chairman Hodges entertained a motion on Personnel from closed session. Paul Spruill moved to accept personnel recommendations as presented by Mr. Davis followed by a second from Jean Woolard. The motion passed unanimously by the board membership.

Chairman Hodges request that Inga Spruill stay during future closed sessions to take notes.

With no further business Dwight Respass moved to adjourn board meeting followed by a second from Joe Landino. The meeting adjourned at 6:22 pm.

**Minutes submitted by:** Inga S. Spruill