

Northeast Regional School of Biotechnology and Agriscience

Board Meeting Minutes

Date: March 16, 2016

Time: 4:30 PM

Place: NERSBA Jamesville Campus

Present: Mac Hodges, Julius Walker, Joe Landino, Dwight Respass, Jean Woolard, Paul Spruill, Simon Griffin, Karen Clough, Jerry Phelps, Don Phipps,

Absent: Kenneth Harrell, Ethan Lenker, Matthew Babcock, Ann Britt

NERSBA Board Chairman, Mac Hodges noted that we did not conduct a February board meeting due to in-climate weather. He called to order the March NERSBA Board of Directors meeting at 4:30 PM on Wednesday, March 16, 2016. Inga Spruill called the roll of the board members.

Vice Chair Julius Walker led the board in prayer and the United States Pledge of Allegiance.

Chairman Hodges presented the January board meeting minutes for approval and noted the minutes were posted on the NERSBAS website. Simon Griffin moved to approve the minutes followed by a second from Joe Landino. The motion passed by the full NERSBA board membership.

Public Comments:

Alan & Connie Smith made a request for the board to encourage and support a mid-year graduation ceremony for scholars completing their academic program in December. Six scholars are projected to finish their studies at NERSBA at that time.

Finance Report: Debra Baggett

Copies of the 15/16 Budget Amendment #2 and 15/16 Financial Report was provided to all board members.

➤ **2015/2016 Budget Amendment #2:**

Mrs. Debra Baggett presented Amendment 2 noting an increase in state funding as a result of an additional allocation from the Department of Public Instruction in the amount of \$860.00 and an increase in the federal allotment of \$9,376.00 for the IDEA VI-B handicapped students.

Mr. Dwight Respass moved to approve amendment #2 followed by a second from Paul Spruill. The motion was passed by the full NERSBA board membership.

➤ **2015/2016 Financial Report:**

Mrs. Baggett also presented a financial report for local, state and funding from the Golden Leaf Foundation to the board.

A motion to accept the Financial Report was made by Paul Spruill followed by a second from Benjie Forrest. The motion was passed by the full NERSBA board membership.

NERSBA Curriculum Design Committee: Dr. Mel Stanley

Dr. Stanley reports earlier a monthly Curriculum Design Committee meeting was held. The recommendation was made by the committee about the grade suppression and conversion. A discussion about the future of NERSBA and course of studies to develop partnerships will be led through businesses as well as university/colleges. Recommendations will be made further down in the agenda.

NERSBA Financial Grants/Martin Community College: Dr. Melanie Stanley

Dr. Melanie Stanley provided updates regarding grants that she has submitted to various organizations on behalf of NERSBA. She will provide a detail listing of these grant applications and the status of those grants during the April board meeting.

Principal Davis informed the board of NERSBA received a \$2,500.00 grant from Monsanto Corporation as a part of their American Grow Campaign.

Old Business:

➤ NERSBA Faculty Salary Schedule: Joe Landino

Mr. Joe Landino, chairman of the NERSBA Finance Committee reported that the Finance Committee had met and recommends continuing the teacher salary schedule we are currently operating with. Mrs. Baggett explained that with this policy, NERSBA will follow under the DPI State Salary schedule unless there were prior agreements in place with the original faculty employed during the 2012-13 school year. The motion was made by Jean Woolard followed by a second from Benjie Forrest to adopt this proposal. The motion was passed by the full NERSBA board membership.

➤ University Of Mount Olive Articulation: Hal Davis

Mr. Davis reported the school is continuing to work with Dr. Sandy Maddox at the University of Mount Olive to finalize plans for NERSBA to formally articulate with the university. Additional meetings are scheduled in the near future to complete this process and develop course offerings for NERSBA scholars to complete through the University of Mount Olive.

➤ NERSBA Grade Suppression: Dr. Stanley

Dr. Stanley has provided the board with information regarding Grade Suppression and College Grade Conversions. As noted by Dr. Stanley, the Curriculum Design Committee recommends that we only address scholars with failures with respect to Grade Suppression. The motion to accept this formal recommendation was made by Jean Woolard followed by a second from Julius Walker. The motion was passed by the full NERSBA board membership.

➤ College Grade Conversions: Dr. Stanley

Dr. Stanley provided information to the board membership that at this point going forward we request from the instructors at Martin Community College numerical grades for specific courses. A formal recommendation from the Curriculum Design Committee is bringing back to the board is LAST semester where we used the 95 as an A we had some students that received a 98 a so forth. We would like to recommend that we go back and since we have received the numerical grad from the instructor and change those grades only for those students that will effect positively. So if they had a 92 as an A and they had a 95 on their report card we will not go back and put them down to a 92. This will only affect

the students positively. A motion was made by Don Phipps followed by a second from Jerry Phelps. The motion was passed by the full NERSBA board membership.

➤ NERSBA Board Membership Update: Jean Woolard

Mrs. Jean Woolard reported that Mr. Ephraim Smith from Pitt County has been recommended to assume the seat currently open on our NERSBA Board of Directors. A formal letter from our chairman will be sent to Mr. Smith confirming his position on the board. A motion was made by Benjie Forrest followed by a second from Jean Woolard. The motion was passed by full NERSBA board membership. Mr. Smith will be administered his oath of office during our April board meeting.

New Business: Hal Davis

➤ 2016/2017 Scholar Recruitment

Mr. Davis reported that he has completed a number of informational and recruitment sessions regarding NERSBA and that he would have a formal presentation regarding scholar enrollment at the April board meeting. Interviews with prospective scholars are scheduled to get underway on April 11th.

➤ NERSBA Climate Survey

Mr. Davis informed the board that he has requested Dr. Amelia McLeod from the NC Department of Public Instruction to assist him with the development of a climate survey instrument about our school to be administered to students, teachers, parents prior to the end of the school year just to gain a formal perspective of our overall program at this point.

➤ Exceptional Children's Program Pre-Audit/Audit: Dr Stanley

Connie Denning was hired as a consultant and reviewed our EC records Pre-Audit to assist the school in making preparations for the place for the upcoming Exceptional Children's Audit Process. This audit has been scheduled for April 5-6, 2016.

➤ NERSBA Board Policy Development/NC School Boards Association: Hal Davis

Mr. Davis made a request to contract with the North Carolina School Boards Association to assist the school with the development of a formal policy handbook. A motion was made to accept the recommendation by Jean Woolard followed by a second from Jerry Phelps. The motion was passed by the full NERSBA board membership.

➤ 2016/2017 NERSBA Academic Calendar Proposal:

Mr. Davis provided a copy of the proposed 2016-2017 calendar for the upcoming school year. A motion was made by Jean Woolard to accept with exploring the graduation date at a later date for early graduates followed by a second from Jerry Phelps. The motion was passed by the full NERSBA board membership.

Dwight Respass noted the desire noted during public comments and phone conversations to conduct a December/January winter commencement for early graduates.

➤ NERSBA Parental Advisory Committee Membership/ Organization

Mr. Davis informed the board of the need to update and revise the current membership serving on the NERSBA Parental Advisory Committee. He also informed the board that some committee members will be leaving due to their student exiting the school. Mr. Davis will move forward with the development of this formal standing committee.

➤ General Informational Items

- > National Honor Society will be sponsoring a Blood Drive with the American Red Cross on April 8th from 1 PM to 6PM.
- > NERSBA School Spirit Wear is available for purchase and displayed in the main entrance.
- > Dates provided from February 29th – May 20th of events coming up at NERSBA
- > NERSBA Fire/Tornado Drill Logs were forwarded to all board members for informational purposes

➤ NERSBA Finance Committee Work Session Date

Mr. Davis requested the NERSBA Finance Committee to meet and begin preparing the schools' 2016-17 operational budget. This committee consists of Benjie Forrest, Mac Hodges, Hal Davis, Julius Walker and Joe Landino. Joe Landino will contact Matthew Babcock about being added to committee.

The next scheduled board meeting will be on Wednesday, April 20th at 4:30 pm held at NERSBA Jamesville Campus in the Tech Center. Instructional Facilitators Program will be present.

At the conclusion of information items on the part of Mr. Davis, Dwight Respass moved to go into closed session at 5:46 PM regarding statues:

(NC G.S. 143-318.11(a)(1)/Privileged Information)
(NC G.S. 143-318.11(5)/Facilities Lease Agreement)
(NC G.S. 143.318.11(6)/Personnel)

The board returned to open session at 6:20 PM.

The board approved the employment of Mrs. Judy Rankins as an Exceptional Children's Consultant as recommended by Mr. Davis. Mrs. Jean Woolard moved to accept the recommendation followed by a second from Joe Landino. The motion passed by the full NERSBA board membership.

Upon the recommendation of Mr. Davis, the board approved the employment of Mark London as a substitute teacher. A motion was made to accept the recommendation by Benjie Forrest followed by a second from Simon Griffin. The motion passed by the full NERSBA board membership.

With no further business Benjie Forrest motioned to adjourn meeting at 6:20 pm.

Minutes submitted by: Inga S. Spruill