



# NORTHEAST REGIONAL SCHOOL of Biotechnology and Agriscience

**Wednesday, December 13, 2017**  
**NERSBA Board of Directors Meeting**  
**4:30 pm**  
**NERSBA Technology Center**

## **1. OPEN SESSION-4:30 PM**

- 1.1 Call to order: Mr. Julius Walker, Chair  
Mr. Walker welcomed Mrs. Michelle Spence as the representative from the University of Mount Olive since Dr. Maddox was not able to attend.
- 1.2 Roll Call: Inga Spruill  
Present: Don Phipps, Jerry Phelps, Jean Woolard, Kenneth Harrell, Simon Griffin, Dwight Respass, Mac Hodges  
Absent: Benjie Forrest, Joe Landino, Sandy Maddox, Dwight Respass  
Tardy: Ethan Lenker, Paul Spruill, Karen Clough
- 1.3 Invocation & United States Pledge of Allegiance: Mr. Mac Hodges

## **2. AGENDA**

- 2.1 Approval of NERSBA Board Meeting Agenda: Mr. Julius Walker, Chair  
Mrs. Jean Woolard made the motion to approve the agenda as presented. Mr. Kenneth Harrell second the motion. The motion was passed unanimously.
- 2.2 Public Comments: none

## **3. DISCUSSION (ACTION)**

- 3.1 Approval of NERSBA October 2017 Board Meeting Minutes: Mr. Julius Walker, Chair  
Mr. Walker called for a motion to approve the October 2017 minutes as presented. Mr. Hodges recused himself from voting on this motion since he was not present at the board meeting. Mr. Harrell made the motion to approve the October board minutes. Mrs. Woolard second the motion. The motion passed unanimously.
- 3.2 Approval of NERSBA November 2017 minutes: Mr. Julius Walker, Chair  
Mr. Walker called for a motion to approve the November 2017 minutes as presented. Mr. Respass made the motion to approved the November minutes as presented. Mrs. Woolard second the motion. The motion passed unanimously.
- 3.3 NERSBA 2017-2018 Fiscal Budget Audit Report: Mr. Michael Jordan of Carr, Riggs and Ingram, CPA  
Mr. Michael Jordan of Carr, Riggs and Ingram, CPA presented the annual Audit report for June 30, 2017. Each board member was provided a draft of the report that will be submitted to Raleigh for final approval. Mr. Jordan highlighted various sections of the report. He emphasized that each member should read the report in its entirety.

The Audit show NO control deficiencies, significant deficiencies nor material weakness with only one improvement point noted.

Upon the initial review of the document, several board members identified some minor issues with the draft. Mr. Hodges noted that on page 12 that Dr. Don Phipps' name was not listed. Mr. Respass stated that on page 9 there were 2 technical items that were not shown in top chart and that there were two pages identified as page 39. Mr. Jordan assured the board that these issues will be addressed prior to the report being submitted to the state. A final version will be printed and copies supplied to all BOD members.

Mr. Davis pointed out to the board that thanks to Mrs. Spruill, Mrs. Baggett, and the other personnel from Pitt County Schools that the audit showed that there were NO discrepancies in the accounting. Mr. Jordan stated they could not find any in house improvements that NERSBA needs at this time.

Mr. Walker called for a motion to approve the Audit as presented. Mr. Spruill made the motion to approve as presented. Mr. Simon Griffin second the motion. The motion passed unanimously.

Mr. Debra Baggett presented the Financial Report as of December 13, 2017. The 2017-2018 budgeted amount for the fiscal year was \$1,915,639.00. Local Funds for the first quarter collected was in the amount of \$66,387.66 Mrs. Baggett indicated that the 2<sup>nd</sup> quarter billing will be sent out soon.  
~ State Funds YTD Expenditures = \$734,412.49. The amount remaining is \$1,181,226.51.  
~Federal Funds YTD Expenditures = \$13,814.57. The amount remaining is \$31,313.16.  
~Local Funds YTD Expenditures = \$52,520.86. The amount remaining is \$276,268.14.  
~G5 Grant YTD Expenditures = \$11,826.70. The amount remaining is \$16,845.73.

Mr. Walker called for a motion to approve as presented. Mrs. Woolard made the motion to accept the financial report as presented. Mr. Kenneth Harrell second the motion. The motion passed unanimously.

- 3.5 NERSBA 2018 Spring Semester Overnight Field Trip: Mr. Hal Davis  
Mr. Davis provided the board members with the list of requested overnight activities/field trips for the Spring 2018 semester (see handout). Mr. Walker called for a motion to accept the request as presented. Mr. Hodges made the motion to accept this request as presented. Mr. Griffin second the motion. The motion passed unanimously.

#### **4. DISCUSSION (NO ACTION)**

- 4.1 NERSBA Instructional Programs: Mr. Hal Davis, Dr. Melanie Stanley  
Mr. Davis reminded the board that the 1<sup>st</sup> semester will be ending on December 18, 2017, with final exams being conducted during the last 5 days of the semester. Mr. Davis provided the board members with a copy of NERSBA exam schedule.

Dr. Stanley stated that final exams at Martin Community College will be held the last three days of the semester. She also indicated that the majority of Spring 2018 schedules have been completed with the exception of any adjustments that may be

needed to the results of the grades from the Fall semester. If students remain on track, there will be about 40 scholars who will graduate this spring with their respective Associates degrees and high school credits.

**5. REMINDERS/ANNOUNCEMENTS**

- 5.1 NERSBA Holiday Schedule: December 18<sup>th</sup>-January 1<sup>st</sup>
- 5.2 NERSBA Class of 2017 Commencement: Saturday, January 6, 2018 at 10 am/Reception at 9am in technology center.
- 5.3 January NERSBA Board of Directors meeting date: January 17, 2018 @ 4:30 pm.

**6. NERSBA CLOSED SESSION**

Mr. Harrell made the motion to go into closed session under the statutes listed below at 5:10 pm. Mr. Hodges second the motion. The motion passed unanimously.

~NC.G.S. 143-318.11(a)(1)/ (Privileged Information)

~NC G.S. 143-318.11(a)(5)/ (Facilities Lease Agreement)

~NC G.S. 143-318.11(a)(6)/ (Personnel)

At 5:55 pm, the Board came out of closed session to discuss an issue that was deemed not appropriate for closed session. Mr. Hodges questioned Mr. Davis about the heating problems/issues on the back hall. He requested an update on the progress of what is being done to rectify the heating situation. Mr. Davis stated that the window heating units had been running 24 hours/7 days a week and the main heating unit has been constantly running. He also stated that he had provided an alternate meeting location for those classes on the back hall. He also indicated that he had requested that students and staff dress appropriately if they chose to continue class in their assigned rooms.

**7. ADJOURN**

Mrs. Woolard made the motion to adjourn. Mr. Kenneth Harrell second the motion. The motion passed unanimously. The board adjourned at 6:00 pm.