



North Carolina for Quality Virtual Education, Inc. (NCCA)

BOARD MEETING MINUTES

Thursday, September 26, 2019 at 5:00 p.m.

Held at the following location:

2800 Meridian Parkway, Suite #150
Durham, NC 27713

I. **Call to Order**

Pursuant to public notice, the North Carolina for Quality Virtual Education, Inc. (NCCA) Board of Directors meeting commenced at 5:00 p.m. with a Call to Order by Board President.

II. **Roll Call**

Board Members Present, Bridget Phifer, Leland Davis, Jenene Seymour, James Davis, Debora Williams, Shauntae Jordan and Leroy Wray, establishing quorum.

Others Present: Nathan Currie, Donna Rascoe, Martez Hill, Natasha Miller, David Simon and Feona Harack

III. **Reading of NCCA Mission Statement**

The NCCA Mission statement was read by Superintendent Nathan Currie.

IV. **Approval of Agenda**

MOTION: There was a motion made to approve the agenda upon moving up Action Items prior to Closed Session by Jenene Seymour and seconded by Leland Davis. The motion passed unanimously.

V. **Public Comment**

There were no public comments.

MOTION: There was a motion made by Jenene Seymour and seconded by Leland Davis to appoint and welcome board member candidates Dr. Shirley Arrington, Shaunate Jordan, Debora Williams and Dr. Leroy Wray to the North Carolina for Quality Virtual Education, Inc. Board of Directors. The motion passed unanimously.

VI. **Financial Report**

David Simon and Feona Harack provided the financial report including a review of Revenue and Expense Statement for the period ending August 31, 2019; a Modified Cash Flow/Sources and Uses Report; and an Aged Payables (as of August 31, 2019) report.

VII. Board Development

Prior to the meeting the board reviewed resumes of board member candidates and were informed that their background checks were clear. The board discussed the fundamentals of best practices for the charter including Open Meeting laws, Standards of Conduct for the Board of Directors, Director Liability, Powers/duties and areas of responsibility; Tasks for board members and Charter Board Authority.

VIII. Charter School Advisory Board Presentation

Discussions were held regarding strategic planning for the upcoming Charter School Advisory Board meeting scheduled for October 7, 2019 at 2:15 p.m. The board will decide which member will be attending as well as presenting.

IX. Reports

- a) Superintendent – N. Currie
 - i. School Updates

Superintendent Currie discussed the NCCA Leadership Team retreat chaired by Assistant Superintendent Dr. Rebecca Smith, held on Tuesday September 24, 2019 at NCCA where the team discussed the framework for continuous improvement and strategic excellence.

- b) Director of Operations – Christina Robinson
 - i. Operations Report

Discussions were held regarding the current enrollment of 2,392 students and the number of students waiting as well as documents verified. The number of devices received as of 9/18/19 totaled 1,661 and there are 299 in stock awaiting distribution. Payment of additional devices will occur on 9/27/2019.

X. Closed Session

MOTION: The Board entered into Closed Session upon a motion being made by Jenene Seymour and seconded by Shauntae Jordan at 6:02 p.m. § 143-318.11(a)(3) – To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which is hereby acknowledged. § 143-318.11(a)(6) -To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee. The motion passed unanimously.

There were no actions taken in Closed Session.

MOTION: There was a motion Leland Davis and seconded by Jenene Seymour to resume Open Session at 6:31p.m. The motion passed unanimously.

XI. Action Items

- a) Approval of Invoices for August, 2019.

MOTION: There was a motion by Leland Davis and seconded by Jenene Seymour to approve invoices for August, 2019. The motion passed unanimously.

b) Approval of Minutes of the August 22, 2019 Board Meeting.

c) Approval of Minutes of the August 26, 2019 Board Meeting.

MOTION: There was a motion by Leland Davis and seconded by Jenene Seymour to approve minutes of August 22, 2019 and August 26, 2019 with suggested edits. The motion passed unanimously.

d) Approval of Minutes of the September 10, 2019 Special Board Meeting.

MOTION: There was a motion by Leland Davis and seconded by Jenene Seymour to approve minutes of September 10, 2019. The motion passed unanimously.

e) Approval of Monthly Staffing Report for August, 2019.

MOTION: There was a motion by Leland Davis and seconded by Shauntae Jordan to accept the August monthly staff report. The motion passed unanimously.

f) Appointment of New Board Members.

The appointment of board member candidates occurred prior to the financial report upon a motion being made by Jenene Seymour and seconded by Leland Davis. The motion passed unanimously.

g) Approval of Board Member Reimbursements

MOTION: There was a motion by Jenene Seymour and seconded by Leland Davis to approve reimbursements for out of county board member travels to the State Board of Education meeting as well as any upcoming meetings for NCCA during the month of October, 2019. The motion passed unanimously.

XII. Announcements

High School Principal Dr. Janice Silver last day will be October 7, 2019 as she has accepted a position out of state. The Interim for this position will be Ms. Domina Blount, Director of Academics.

XIII. Adjournment and Confirmation of the next Board Meeting, Thursday, October 24, 2019 at 5:00 p.m.

MOTION: There was a motion by Shauntae Jordan and seconded by Leland Davis at 6:34 pm to adjourn. The motion passed unanimously.