



Approved 12/13/18

North Carolina for Quality Virtual Education, Inc.  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
Thursday, November 15, 2018 at 5:00 P.M.

Held at the following location and via teleconference:  
2800 Meridian Parkway, Suite 150  
Durham, NC 27713

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I. Call to Order

Pursuant to public notice, the meeting commenced at 5:00 p.m. with a Call to Order by Interim Board Chair Bridget Phifer.

II. Roll Call

Board Members Present: Bridget Phifer, Interim Board Chair, Dr. James Davis, Leland Davis, Avery Staley, Jill Hammergren and Jenene Seymour, establishing quorum.

Guests Present: Nathan Currie, Superintendent, Donna Rascoe, Board Legal Counsel, Natasha Miller, Board Relations Coordinator, Charles Baldwin and Tonya Bass, Simon Crair Group, CPA's, Brenda Little, POBL, Aaron Griffith-VanderYacht, Rodney Santwier, and Christine Sellers, Maurice Fleury and Ralph Dyer.

III. Routine Business

- Approval of Agenda

The Board reviewed the agenda and discussed moving the Financial Report by Brenda Little and having it presented prior to closed session. There was a motion by Jill Hammergren, seconded by James Davis to approve the agenda with the adjustment to the financial report. .

The motion passed unanimously.

IV. Public Comment

There were no public comments at this time.

V. Closed Session

The Board entered into Closed Session upon a motion being made by Jill Hammergren, seconded by Dr. James Davis at 5:22 p.m., pursuant to North Carolina General § 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 privilege 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. The Board ended closed session and entered into open session at 8:09 p.m. upon a motion being made by Jill Hammergren, seconded by Leland Davis. The motion passed unanimously.

VI. Approval of Action(s) Necessary Based on Closed Session

No action was taken in closed session.

**VII. Oral Reports**

a) Board Chair Report

- Ms. Phifer reminded the board of the Links to training modules
- Meeting Dates for POBL Products and Services Proposal
- Board Member availability for trip to SCCE
- OCS Financial Training on October 31 was attended by Ms. Phifer and Mr. Leland Davis
- December 12 OCS training will cover special education
- November 26 or 27 board member availability to visit SCCA

b) Superintendent Report

- On Sunday, November 18, 2018 at 2:00 p.m. NCCA will host the 1<sup>st</sup> National Honor Society Inductee program honoring 80 kids who made the honor roll here on site.
- The F2F events went well meeting with over 200 kids at the combined sites.
- December 19, all day staff holiday celebration. Board members are invited.
- OCS guests visiting NCCA on November 19, 2018 for Leadership Team Presentation on Strategic Planning from each department.

c) Principal Updates

- i. Graduation Requirements Amendment Proposal

The Board reviewed the proposed amendment to the Graduation Requirements.

d) Financial Report

- i. Financial Dashboard Review
- ii. Monthly Cash Flow
- iii. October Invoice(s)
- iv. Consultant Report

Brenda Little reviewed the financial information included in the board package and informed the board that a reduction of substitute teachers would essentially provide an overall increase in funds.

**VIII. Consent Items**

- a) Approval of Minutes of the October 24, 2018 Board Meeting
- b) Approval of Monthly Staffing Report for November 2018 (attachment)
- c) Approval of CA of North Carolina, LLC Invoices for October, 2018
- d) Graduation Requirement Amendment Proposal

A motion to approve all consent items was made by Leland Davis, seconded by Jill Hammergren, noting that consent item (a), the word "special" on the minutes of October 24, 2018 should be removed from the title as it was not a Special Board Meeting.

The motion passed unanimously.

**IX. Action Items**

- a) 2018-2019 Teacher Bonus Structure Plan - Superintendent's Recommendation
- b) Policy 101 – Policy Review
- c) Policy 102 – Board Delegation
- d) Policy 103 – Code of Ethics
- e) Policy 104 - Conflict of Interest
- f) Policy 105 – Board Meetings
- g) Policy 600 – Equal Employment Opportunity
- h) Policy 601 – Bully and Harassment
- i) Board Member Reimbursement

A motion was made by Leland Davis, seconded by Avery Staley to approve item a) the 2018-2019 Teacher Bonus Structure Plan as presented. The motion passed unanimously.

The Board discussed items b) through h) with input from legal counsel but did not take any action.

There was a motion by Leland Davis, seconded by Avery Staley to approve the Board Member Reimbursement Policy to be labeled Policy #106, with an effective date of January 1, 2019 and with Natasha Miller as the Board Designee.

The motion passed unanimously.

X. Adjournment and Confirmation of next board meeting.

The Board Chair noted that the Board was at the end of the agenda. There being no further business to discuss, the meeting was adjourned at 9:33 p.m. Due to the upcoming holiday, the next board meeting will be on Thursday, December 13, 2018 at 5:00 p.m.