



Approved 01/24/19

North Carolina for Quality Virtual Education, Inc.  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
Thursday, December 13, 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, Leland Davis, Jill Hammergren, Dr. James Davis, 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, Megan Holston, POBL, Jay Sharpe, POLB, Dr. Danielle Allen, Office of Charter Schools, Aaron Griffith-VanderYacht, Christine Sellers, Crystal Church, Roger Santwier.

III. Routine Business

- Approval of Agenda

The Board reviewed the agenda and discussed moving the Financial Report by Megan Holston and having it presented prior to closed session. The motion was made by James Davis, seconded by Leland Davis to accept 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. Audit Committee, Committee of the Entire Board

- a) Approval of Board Designee to Finalize and Submit the 2017-2018 School Year Audit Report

The Board reviewed the Audit Report presented by Jay Sharpe as he reports that the status is completed and it was submitted to local government and they're awaiting approval. Additionally, Mr. Sharpe reports that there were no findings. Mr. Sharpe also gave a pie chart presentation that was not included in the board package. Megan Holston will forward the presentation information to Natasha to distribute to the Board.

## VI. Closed Session

The Board entered into Closed Session upon a motion being made by Leland Davis seconded by James Davis at 8:00 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 Board ended closed session and entered into open session at 8:15 p.m. upon a motion being made by Leland Davis, seconded by Dr. James Davis.

The motion passed unanimously.

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

No action was taken in closed session.

## VIII. Oral Reports

### a) Board Chair Report

- Ms. Phifer requested feedback from the board regarding the Demo
- Trip to Pennsylvania for December 16-17, 2018 for Bridget Phifer and Leland Davis will also attend.
- North Carolina Charter School Association for the 18-19 School Year
- Special Meeting Availability

### b) Superintendent Report

- Superintendent Currie discussed with the board the incident with a missing student and working with law enforcement to locate the missing child as well as the press conference on this specific incident.
- Winter Break December 21, 2018 – December 31, 2018.
- Mission Statement
- Staff from Edgenuity also reviewed their products and services with the board and answered any questions they may have as it relates to products and services
- Ms. Danielle Allen provided feedback, and is pleased with our progress

### c) Principal Updates

There were no principal updates.

### d) Financial Report

- i. Financial Dashboard Review
- ii. Monthly Cash Flow
- iii. November Invoice(s)

Megan Holston reviewed the financial information included in the board package.

- iv. Consultant Report – C. Baldwin/T. Bass

Tonya Bass and Charles Baldwin welcomed the newest board member and reports that they are in the process of finishing their financial report and will be providing a thorough written report.

**IX. Consent Item(s)**

- a) Approval of Minutes of the November 15, 2018 Board Meeting
- b) Approval of Monthly Staffing Report for December 2018
- c) Approval of CA of North Carolina, LLC Invoices for November, 2018

A motion was made by Leland Davis seconded by Dr. James Davis to approve Consent Items A-C with the exception to B, the monthly staffing report due to a staff member being listed as an Assistant Principal when she is in fact a teacher.

The motion passed unanimously.

**X. Action Item(s)**

- a) Approval of New Board Member – **No Action Taken**
- b) Policy 101—Policy Review – **Approved**
- c) Policy 102—Board Delegation – **No Action Taken**
- d) Policy 103—Code of Ethics – **The Board will comply with the charter #'s 7, and 17 can be removed**
- e) Policy 104—Conflict of Interest - **Approved**
- f) Policy 105—Board Meetings – **No Action Taken**
- g) Policy 106-Board Member Reimbursement Red Line/Clean Copy - **Approved**
- h) Policy 600—Equal Employment Opportunity – **Approved adding to #3 to include Disciplinary Action**
- i) Policy 601—Bullying and Harassment - **Approved**

A motion was made to approve Action Items (A – I) by Jill Hammergren, seconded by Dr. James Davis with the changes to Policy #'s 103 and 600. The board agreed that policies should be reviewed on a regular basis.

The motion passed unanimously.

**XI. Adjournment and Confirmation of next Board Meeting, Thursday, January 24, 2018 at 5:00 p.m.**

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 8:35 p.m., upon a motion being made by Leland Davis seconded by Jill Hammergren. The next Board meeting is scheduled for Thursday, January 24, 2019 at 5:00 p.m.