

ECU Community School Advisory Board
November 14, 2018
9:00-9:39 a.m.
Speight 203

Presiding: Dr. Mark L'Esperance, ECU Community School Advisory Board Vice Chair.

Board Members in Attendance: Dr. Bilbro-Berry, Ms. Bonnie Glass, Dr. Grant Hayes, Mr. Max Joyner, Dr. Elizabeth Hodge, Dr. Mark L'Esperance, and Dr. Alana Zambone.

University Counsel in Attendance: Ms. Toni Grace.

Guests in Attendance: Dr. Art Rouse, Ms. Tracy Cole, and Ms. Sherrie Rogers.

Board Members Absent from Meeting: Dr. Ethan Lenker, Dr. Chris Locklear, and Mr. Robert Moore.

Call to Order: Dr. Mark L'Esperance, vice chair, called the meeting to order and noted that he was presiding over this meeting because Dr. Locklear, board chair, could not attend due to attendance at a conference.

Approval of the Minutes: Dr. L'Esperance called for a motion to approve the minutes from the last meetings. Mr. Max Joyner made a motion to approve the minutes from the previous meetings. Dr. Laura Bilbro-Berry seconded the motion. The motion passed unanimously.

Approval of the Agenda: Dr. L'Esperance asked if there were any adjustments to the agenda; none were mentioned. Dr. L'Esperance called for a motion to approve the agenda for this meeting. Mr. Joyner made a motion to approve the agenda. Dr. Bilbro-Berry seconded the motion. The motion passed unanimously.

Public Expression: None.

Updates to the Board

- A. Community School Operational Update: Dr. Bilbro-Berry shared her report on the current state of operations for the Community School. Enrollment is currently 82 students. The new modular classroom unit is on site and currently being fully outfitted. The projected move-in date is currently estimated to be in January around the Martin Luther King holiday. Until the modular is ready, the Main Office at the Community School continues to serve as a working space for student services. The consolidated application for Title I, II, and IV funding is in process. Several required head count reports have been submitted to DPI. The IDEA Desk Audit was submitted earlier this week before the deadline of November 15th. The changes to the ECU Community School Policy Manual adjusting the school name change have been completed and are posted online.
- B. Personnel Report: Dr. Bilbro-Berry shared that there had been one resignation since the start of this school year. ECU has hired a long-term substitute to fill that position, while the search for a permanent replacement is ongoing. ECU has also hired an EC Coordinator, four teaching assistants, and a social worker to work at the Community School. There continues to be a search for a counselor. Mr. Joyner inquired about the parity of salaries for Community School teachers in

comparison to other districts. Dr. L'Esperance and Dr. Rouse provided data proving that teachers at the Community School make more in comparison to teachers in other districts.

- C. Finance Report: Ms. Sherrie Rogers, Business Officer for the College of Education, provided the financial report. State funding per student is currently \$461,949. Local funding per student is invoiced monthly from Pitt County Schools and is currently \$134,505. There are additional funds from fines and forfeitures totaling \$2,528 and red-light fines totaling \$1,896. Federal funding has not been finalized but is projected to be \$78,044. Additional state funding for EC students is \$34,713. Funding provided for low performing schools is \$67,200, but Ms. Rogers is waiting for clarifications on how that money can be spent. An expected reimbursement from Pitt County Schools of \$20,000 for the Nurse Navigator is not included in the current budget. The total revenue currently is \$781,835.
- D. Principal Report: Ms. Tracy Cole shared the Principal's Report. Ms. Cole began by thanking Dean Hayes and Dr. Lenker for their support in helping her get the school year started. She also thanked the College of Education and Pitt County Schools for providing additional support. Ms. Cole explained how she and the staff had collaborated to create a plan for making the school more successful this year and in the future. She reported that suspensions have improved this year with only 7 student suspensions this year as compared to 21 last year at this time. There was a brief discussion about why students get suspended. Ms. Cole explained that she and her staff had worked with the curriculum team to create mid-quarter progress checks to help fine tune curriculum well before report cards grades have to be submitted. She also shared that there is a great deal of cross collaboration happening with South Greenville Elementary teachers and staff. Ms. Cole stated that she and her staff have instituted Fall Conference nights over several weeks to accommodate parent schedules since the original Conference Night had to be cancelled due to the hurricane. Additionally, the Community School had a successful parent engagement event last week called "Fall in Love with Learning" that was attended by 95 people. There will be another parental engagement event in February. Ms. Cole shared the revisions to the school calendar as requested at the last Advisory Board meeting. Though the Board had requested that 5 days be added for professional development, Ms. Cole shared that only 3 days were added because one day had to be subtracted from each semester due to the hurricane. Ms. Cole also shared the summer remediation plan for the Community School. June 18, 19, 20, and 24 will be used for summer remediation. The remediation will be small group, intense instruction based on the tested standards which has proved to be very effective in Ms. Cole's experience. The school is closed on June 21st to align with Pitt County Schools' calendar, so retesting will happen on June 25, 26, and 27. Students will take one test per day. Retesting will be available to students in grades 3-5 who score a 1 or 2 in reading or science (5th graders only). There will be no retesting in Math because the test is new; so the scores for Math will not be available in time for retesting. Dr. Bilbro-Berry asked for clarification that June 17th has been changed to a teacher workday and the school will be closed on the 21st. Ms. Cole confirmed that these changes were correct. Ms. Cole also confirmed that the last day for the Community School would be the 27th. Dr. Grant Hayes noted that ECU and the Community School are currently fundraising to help acquire instruments for a Community School orchestra and asked everyone to support that initiative.

Action Items – Require Board Action: None.

Discussion Items: Dr. L'Esperance presented the following items for discussion.

A. ECUCS Calendar Update

Dr. Bilbro-Berry noted that the calendar updates had already been resolved during the discussion that arose during the Principal's Update. The calendar would be updated as proposed and submitted for information during the next meeting.

B. SBI Fingerprinting – Update on progress

Dr. Bilbro-Berry shared the current policy for fingerprinting established last year. She noted that the policy currently includes fingerprinting all practicum students in addition to the Community School staff and ECU Faculty and students who work at the Community School regularly. Dr. Bilbro-Berry noted that it is logistically impossible to schedule that many students per semester under the current parameters for fingerprinting only 16 students per week. She also noted that the cost for fingerprinting that many practicum students would be approximately \$5,000 per year and would become a full-time job for the Operations Manager. Dr. Bilbro-Berry suggested that the board investigate changing the policy since state legislation does not require fingerprinting of practicum students. Ms. Toni Grace, University Counsel, noted that it would be perfectly acceptable to return to screening practicum students via online background checks as was done last year in lieu of fingerprinting since they are always supervised and are never left alone with students. There was an extended discussion about changing this policy. Dr. Hayes suggested revising the policy to remove practicum students from the fingerprinting process and have them continue to be screened via online background checks. Dr. Bilbro-Berry noted that the cost of online background checks should be investigated as well. Mr. Joyner suggested that the revision include a yearly appointment to revisit and fine tune this policy. Ms. Grace agreed to work on a revision to the policy according to the changes and suggestions made prior to the next meeting.

New Business: Dr. L'Esperance asked if there was another other new business. There was none.

Closing Comments: Dr. Hayes noted that several board members recently presented in front of President Spellings and the General Assembly. He commended Dr. Bilbro-Berry for her excellent work in presenting on behalf of ECU and the Community School. He shared that ECU was praised for executing the initiative required by the State. Dr. Art Rouse suggested considering applying for E-rate funding, which is money offered to help purchase or update technology. There was a brief discussion about how to acquire this money and how it can be used. Mr. Joyner requested an update on this issue at the next meeting.

Dr. L'Esperance called for a motion to adjourn the meeting. Dr. Bilbro-Berry made a motion to adjourn the meeting. Dr. Hodge seconded the motion. The motion passed unanimously, so Dr. L'Esperance adjourned the meeting at 9:39 a.m.

Next meeting: February 13, 2019, Speight 203, 9:00 a.m.