

# University Schools Board of Governors November 11, 2020 Minutes

**Board Members Present:** Erin Clark, Mark Jones, Bill McAdams, Ethan Miles, Jeff Weber,  
**Board Member Present Virtually:** Amanda Haas, (faculty rep), Christopher Hughes, Chance Morse, Alexis Sanchez  
(student rep), Tina Whitcomb, Stephanie Wille  
**Board Members Absent:** Rodney Constance  
**Staff Present:** Jennifer Weaver, Dave Wertz  
**Staff Present Virtually:** Jeff Casey, Charlene Baumgartner  
**Guests Present:**  
**Guests Present Virtually:** John-Paul LeChevallier, CPA

## 1.0 CALL TO ORDER

Mark called the meeting to order at 6:00 pm. A quorum was present.

## 2.0 ADOPTION OF THE AGENDA

Jeff (Erin) moved to approve the agenda. Motion passed.

## 3.0 APPROVAL OF MINUTES

Ethan (Jeff) moved to approve the minutes of October 14, 2020. Motion passed.

## 4.0 COMMUNITY DIALOGUE

- None

## 5.0 FOUNDATION – ETHAN MILES

- We will honor 2 classes next year at Homecoming.
- Planning has begun for the golf tournament.

## 6.0 AUDIT PRESENTATION – John-Paul LeChevallier, CPA, CliftonLarsonAllen, LLP (presenting virtually)

- The results of the audit were presented by John-Paul LeChevallier.

## 7.0 TECHNOLOGY – DAVE WERTZ (presenting virtually)

- We have had a lot of breakage on some Chromebooks.
- The last of the Chromebooks have come in and we are in the process of going through and trading out the oldest ones that we have and replace with the new ones.
- We have placed an order for laptop computers for staff who did not have one.

## 8.0 STAFF REPORTS

### 8.1 Director's Update

- We made it to the end of the first trimester.
- The band jumped through many hoops to find a way to present their hard work and had a concert on October 15. It was chilly but the music was terrific.
- USPTO grants were approved for the BOG, thanks Ethan for submitting. I also submitted to provide some Bulldog gear for faculty and staff.
- Homecoming was a different experience but still a great celebration. The football game was freezing cold but we still got a win. The marching band, cheerleaders and pom girls were committed and awesome.
- A grant from NC-Sara provided teachers with additional supplies and the wellness committee

with supplies to make wellness kits for faculty and staff.

- We had a group of approximately 20 elementary students who chose to return to in-person learning for this trimester. Principals have been working hard to be sure that our remote learners are successful and if not to welcome them back to school unless they are high risk medically and it is not safe for them to be at school during COVID.
- BJ Stone has continued to work with teachers at all three levels, our instructional leaders and our induction teachers.
- Although we moved at a slower pace we were able to complete goal setting meetings with teachers and administrators to help us stay focused on our aspirations that are within our control.
- District 6 has determined that moving forward all snow days will be remote learning day. We will follow that as well. This year we reduced the length of the school day to support teachers and students under the difficult circumstances. However, this means we have less hours to count towards making up snow days. The policy you passed earlier in the year gives us flexibility as to what activities would happen on those days rather than having to try to live stream on snow days.
- During the month of November, we are participating in a variety of Gratitude Challenges as teachers, classes and students. Although it has been a difficult year, we have many things to be thankful for!

### **8.2 Principal's Update – Jeff Casey – High School Principal (presenting virtually)**

- We have many activities going on right now.
  - Knowledge Bowl
  - Speech and Debate
  - DECA National testing
  - Band sent off a recording for competition
  - Football this Friday with a chance at a playoff game
  - Marching Band
  - Cheer
  - Dance
  - Sources of Strength Campaign
  - Clubs (Key Club, NHS, FBLA/DECA, FCCLA and others)
  - Theater production next Thursday night, November 19, 7:00 pm
  - Internships and job shadowing's being supported by David Cessna
- Leadership Team is working of schedule structures and new courses. A survey was sent out to staff, students and parents to get feedback about scheduling.
- Our Professional Learning Communities are discussing grading and homework practices.
- High School quarantines due to COVID have been relatively minimal.
- We have about 200 students who are fully remote, hybrid or in person four days a week (this is a growing number).
- Irma and I have done some home visits to check in on students who have attendance issues.
- High school has been very flexible in meeting student's needs.
- Teachers are doing a great job managing it all.

### **8.3 Business Manager's Update (presented virtually by Chris Hughes)**

#### **8.3.1 Financial Reports (pgs. 10-13)**

- We are 1/3 of the way through our budget.
- The year-to-date surplus is \$223,258. Splitting this out between mil levy dollars and other General Fund items, the General Fund has a deficit of \$184,000 and the mil levy has a surplus of \$406,000. This is the first time the General Fund has been in the red in a while. We did not receive our October Capital Construction until the first of November, so adding that back to the deficit gives us a negative \$140,000, which helps some in the reporting. If you recall, the overall budget deficit for the year is at \$1.4 million so it's not

surprising to see that deficit at this time.

- On the Revenues, I mentioned the Capital Construction, but we also have Title II and Title IV dollars to be reimbursed by the District which is approximately \$22,000 so that will help the deficit some. The Course Fees collected are mostly credit recovery fees. The fees which were collected at registration are also posted here. Teachers will be afforded the opportunity to use those funds this year along with their department budgets. The Co-Curricular Fees and Gate Receipts are down due to the absence of sports.
- On the Expenditures, salaries and benefits are running at budget. Because we did give the small raise this year, the salaries are helping to create that deficit. Several line items are above 33%. The lights and insurance are pretty much paid in full for the year. Library is aware they are approaching maximum budget. Grounds maintenance and water taper off some now that the snow is falling, and the sprinklers are off. The Board expenses are mostly the signage for the fieldhouse, which we ultimately could pay for from Capital if necessary. One last thing, you will notice that the yearbook printing is negative. We had a refund from a vendor for a cost from last year so that's posted as an offset to expenses rather than an income item. This creates that negative dollar amount.
- In the Capital Fund, the majority of the revenue and expenditures are being created from the capital projects under the D6 bond. When I did this budget, I did not take into account those expenditures and corresponding reimbursements posted in revenues. This will be corrected in the amended budgets to be presented in January for approval.
- I have provided the District with July to October billings for the Coronavirus Relief Fund expenses and, hopefully, that cash will be returned to us in a few weeks. I have also submitted all billing under the D6 bond, except or the bleacher replacement which just finished. Once we get that paid for, we will submit a bill to D6 for that expense as well.

## **9.0 ITEMS FOR ACTION**

**9.1** Consent Agenda: Board members will be asked if they wish to discuss any issues listed on the Consent Agenda. If so, these items will be moved from the Consent Agenda and placed under Items for Action. Items remaining on the Consent Agenda will be voted on together.

### **9.1.1** Personnel

- Erin (Jeff) moved to approve the recommendations for hire. Motion passed.

## **10.0 ITEMS FOR DISCUSSION/POSSIBLE ACTION**

**10.1** Approval of Expenditure of CRF for Faculty and Staff Hazard Pay

- Bill (Chris) moved to approve the Expenditure of CRF for Faculty and Staff Hazard Pay. Motion passed.

**10.2** Appointment of Legal Counsel

- It was decided during our discussions that we would reach out to parents and alumni to see if anyone was interested in being appointed Legal Counsel for the Board.

## **11.0 BOARD REPORTS/COMMUNICATION**

**11.1** BOG Report – Chairman

- Mark reminded the Board that the dedication of the Field House honoring Dr. Gerner would be Friday night, November 13 during half time of the football game.

**11.2** Communication from the Board

- Tina ask that we look in to having the Honor Roll published in the Bulldog News again as it had been previously. Director Weaver said she would look into it to see if it is possible.

**11.3** Foundation Report

- Chris said a new Treasurer had been voted on and approved for the Foundation Board.
- The Foundation has \$29,000 in the bank and Endowment Funds totaling \$114,000.

**11.4** Joint Use Report

- None

**12.0 FUTURE BUSINESS**

- None

**13.0 NEXT REGULAR MEETING – DECEMBER 9, 2020**

**14.0 ADJOURNMENT**

Jeff (Ethan) moved to adjourn at 7:32 pm. Motion passed.

**REMINDERS:**

**NOVEMBER 9-10 – FACULTY WORKDAYS – NO SCHOOL K-8**

**NOVEMBER 23-24 – CONFERENCE/COMP DAYS, NO SCHOOL K-12**

**NOVEMBER 25-27 – THANKSGIVING BREAK, SCHOOL CLOSED**