

**Quality Education Academy (QEA)
Board Meeting Minutes
February 15, 2022
Meeting took place via Zoom**

Members Present:

Chairman Dr. Jefferson Caruthers
CEO Tonya Bellanger
James Gadson
Adolphus Coplin
Roy Oliphant
Walter Weathers
James Covington
Dr. Kendra March
John Foxworth

Absent Members:

Ron Jessup

Staff (S) / Parents (P) / Visitors (V)

Dr. T. Tuner (S)

Welcome

The QEA meeting was called to order at 6:01 pm. It was determined a quorum of Board Members was present thus the meeting continued. The Chairman proceeded by asking if there was anything in tonight's agenda that would present a conflict of interest to any of the attending Board Members. There was no conflict of interest stated by any of the attending Board Members. He also asked Board Members if there would be any additions to tonight's agenda. Ms. Bellanger stated she would like to add the discussion of signatories for the Brokerage Account and a closed session at the end of the meeting to discuss a personnel matter. The Chairman called for the reading of our mission, vision, and core values statements. These statements were read by Ms. Bellanger.

Review and approval of January 10, 2022 Board Meeting Minutes

The Chairman gave Board members an opportunity to review the Board Meeting Minutes from the previous January 10, 2022 Board Meeting. He then called for a motion to receive the minutes into the public record. Mr. Gadson made a motion to receive the January 10, 2022 Board Meeting Minutes into public record with proper correction if any is needed. Mr. Oliphant seconded the motion. The vote was put through using the roll call method. The motion carried unanimously. There were no stated corrections.

Public Comments

There were no public comments.

From the Chairman

The Chairman stated he appreciates the remarkable job the CEO and staff have done so far this 2021 -2022 school year. By continuing to work hard, and press forward, they have provided an optimal learning environment for our scholars and we trust they will continue to aid our scholars in developing skills that are necessary for life.

New Business

CEO Ms. Bellanger announced the Board needs to go back and revisit the decision they made earlier in the year to name Chairman Dr. Caruthers, CFO Mrs. Tanya Hinton, and herself as the signatories on the Brokerage account. In addition to adding signatories, a certifying officer is needed on the account. After a brief discussion, the Chairman called for a motion to reaffirm the signatories for the Brokerage account. Mr. Oliphant made a motion to reaffirm the decision made by the Board earlier in the year naming Chairman Dr. Caruthers, CFO Mrs. Hinton, and CEO Ms. Bellanger to be the signatories for the Brokerage account. Mr. Foxworth seconded the motion. The vote was put through using the roll call method. The motion carried unanimously.

During the Brokerage account discussion, it was decided that a transaction would require two approvals so CEO Ms. Bellanger and Chairman Dr. Caruthers can approve a transaction or CEO Ms. Bellanger and CFO Mrs. Hinton may approve a transaction. When Ms. Bellanger and Mrs. Hinton approve a transaction, Chairman Dr. Caruthers will be notified of the transaction.

The Chairman called for a motion to select a certifying officer for the Brokerage account. Mr. Coplin made a motion to select Mr. Gadson to be the certifying officer for the Brokerage account. Dr. March seconded the motion. The vote was put through using the roll call method. The motion carried unanimously.

The Chairman called for a motion to determine if the information from the Brokerage account report would be given quarterly or monthly. Dr. March made a motion to receive the information from the Brokerage account quarterly. Mr. Foxworth seconded the motion. The vote was put through using the roll call method. The motion carried unanimously.

Chief Executive Officer's Report

The CEO addressed the Board in the following areas:

Academic

Ms. Bellanger informed Board Members, on Friday, February 4, we had data day. During our data day, teachers reviewed NC Check-ins and the High School End-of- Course test results. Ms. Bellanger said looking at the data, we see there are several areas of concern and we continue to work on those areas by breaking the scholars down into even smaller groups which allows us to target standards scholars are struggling to understand. Ms. Bellanger also told Board Members we hired a new math instructor in the high school who has over 10 years of teacher and instructional support experience. Finally, we are also continuing with our afterschool tutoring program.

Operational

Ms. Bellanger notified Board members of some of the important events taking place throughout the month:

Monday, February, 21 - President's Day (No School)

Wednesday, February 23 - 3rd quarter progress reports

Thursday, February 24 – 29th Annual Bestowal of Blessings/Elder’s Day (Virtual)
Friday, February 25th - Teacher Workday (No school for Scholars)

Ms. Bellanger told Board Members it is time once again to vote on the mask mandate. She expressed her continued concerns over the coronavirus and recommended that QEA continue to with our current mask policy as a means of safety and protection against the spread of Covid-19. Ms. Bellanger shared with the Board that the Safe Schools Toolkit will be coming out with an update on February 21. This update changes the way we quarantine scholars and staff. Now if a child is positive the other children who have been exposed to him/her do not have to be excluded from school unless they show symptoms or test positive. Ms. Bellanger also shared that QEA will begin weekly covid testing of scholars and staff in the next weeks. Concentric and local nurses have been contracted to perform these tests onsite, however, parents must opt-in for scholars to be tested.

Enrollment

As of January 31, 2022, QEA has an enrollment of 620 Scholars. We have had a total of 35 students transfer out and a total of 24 new enrollees.

Staff

QEA has a staff count of 104 as of January 31, 2022.

Financial

Ms. Bellanger reviewed the Financial Report for December 2021.

Governance Policies

Ms. Bellanger informed Board Members that we have started the re-enrollment process. Currently, we have 56 new applications for the upcoming school year. Ms. Bellanger presented a new Weighted Lottery Plan that Quality Education Academy must use starting with the 2022-2023 school year in conjunction with the NCACCESS Grant requirements. Each applicant is assigned one point when they submit an application. The applicant receives additional points based on any designation within six different educationally disadvantaged categories.

Ms. Bellanger also presented the preliminary 2021 Charter School Performance Framework for QEA showing “Compliant” in all monitored areas.

The Chairman called for a motion on the mask mandate. Mr. Coplin made a motion to continue with the mask mandate policy we currently have in place. Mr. Oliphant seconded the motion. The vote was put through using the roll call method. The motion carried unanimously.

The Chairman called for a motion to approve the Weighted Lottery Plan. Mr. Oliphant made a motion to implement the weighted lottery plan and Mr. Coplin seconded the motion. The vote was put through using the roll call method. The motion carried unanimously.

The Chairman asked if there were any questions. There were no questions. He then called for a motion to receive the CEO's report and the finance report. Mr. Oliphant made a motion to receive the CEO's report and the finance report. Mr. Jessup seconded the motion. The vote was put through using the roll call method. The motion carried unanimously.

A brief discussion centered on the current Board Meeting day, the second Monday of each month. Mr. Coplin commented that meeting on a Tuesday night worked better for him and his schedule. He asked if it was possible to look at scheduling the meetings on Tuesdays instead of Mondays. The Chairman called for a motion to vote on the future consideration of rescheduling the Board Meeting to Tuesdays instead of Mondays. Mr. Coplin made a motion to consider changing the Board Meeting day to Tuesday instead of Monday. Mr. Foxworth seconded the motion. The vote was put through using the roll call method. The vote was 6 to 2 in favor of consideration of changing the day of the Board Meeting to Tuesday.

The Board went into closed session at 7:26 pm to discuss a personnel matter as well as a spacing needs for two QEA employees. The Board returned from closed session at 7:36 pm.

Adjournment

With no further business, the Chairman called for a motion to adjourn. Mr. Coplin made a motion to adjourn and Mr. Gadson seconded the motion. The motion was put through using the roll call method. The motion carried unanimously. The meeting was adjourned at 7:37 pm.

Announcement

The next Quality Education Academy Board meeting is scheduled for Monday, March 14, 2022 at 6:00 pm. A notification to all Board Members will be sent prior to the scheduled meeting. A copy of the previous month's minutes will be emailed to all Board Members in addition to the meeting notification.

Minutes recorded by S. Adams