

ECU Community School Advisory Board
May 13, 2021
9:00 a.m. – 9:46 a.m.
VIRTUALLY on Microsoft Teams

Presiding: Dr. Chris Locklear, ECU Community School Advisory Board Chair

Board Members in Attendance: Ms. Bonnie Glass, Dr. Africa Hands, Dr. Elizabeth Hodge, Dr. Ethan Lenker, Mr. Robert Moore, and Dr. Alana Zambone

University Counsel in Attendance: Ms. Patrice Goldmon and Ms. Meagan Kiser

Guests in Attendance: Ms. Tracy Cole, Mr. Scott Gomez, and Mr. Rick Yakubowski

Special Guests in Attendance: none

Board Members Absent from Meeting: Dr. Kristin Gehsmann, Mr. Max Joyner, and Dr. Art Rouse

Call to Order: Dr. Chris Locklear called the meeting to order at 9:00 a.m. and thanked everyone for attending. He reviewed the rules for meeting online, noting that all voting would have to be done via roll call. He also noted that Robert's Rules of Order allow for the Chair to conduct some business by seeking unanimous consent.

Approval of the Minutes: Dr. Locklear then called for a motion to approve the revised minutes from the last meeting. Mr. Robert Moore made a motion to approve the revised minutes from the previous meeting. Dr. Alana Zambone seconded the motion. The motion passed unanimously via roll call vote.

Approval of the Agenda: Dr. Locklear asked if there were any changes to the agenda. There were none, so Dr. Locklear asked if there were any objections to the agenda being approved. There were no objections, so the agenda was approved by unanimous consent.

Public Expression: None.

Updates to the Board

- A. Community School Operational Update: There were no operational updates.
- B. Personnel Report: Ms. Tracy Cole noted that there had not been any changes in personnel since the last meeting. There are still currently two vacancies: The Director of Integrated Health and Teacher Assistant.
- C. Finance Report: Mr. Rick Yakubowski stated that he planned to share information about the current budget and then the budget for the coming school year. He also plans to present an update on Federal Emergency relief funding that is coming to the Community School in the next few years. In our current budget for this year, there is just under \$1.5 million in funding. The projected year end still left to draw into funding (including an additional \$20,000 from the state office) is \$1,851,255. Current expenditures since April are \$1,484,186 which is just above funding; however, the expected expenditures should be even by year's end. We are projecting

to use only \$133,000 of the temporary allocation from ECU. We will not use it all. At the end of the year, we will spend just under \$1.9 million. Mr. Robert Moore asked if the budget is where it was expected to be. Mr. Yakubowski said that the budget is in line with what was expected. There was some additional discussion about budget details. Mr. Yakubowski then shared the budget for the 2021-2022 school year. This budget was presented to ECU administration earlier in the week. This budget is based on a projection of 115 students, so the state ADM will be \$686,780. The Community School currently has 33 EC students, so it will also receive \$150,117 from the state for those students. Total funding from the state and local school system totals \$1,040,794. Federal funding is expected to be \$270,722, and UNC funding will be \$240,000. ECU recurring funds of \$184,157 funds 4 teacher assistant positions each year. Based on this budget, we have proposed a temporary allocation of \$388,060. That brings total funding for next year to \$2,093,733. Expenses will be \$1,266,495 for salaries, \$520,532 for benefits, and \$306,706 for operating expenses. These expenses match the funding for a balanced budget. Mr. Moore asked what the ECU temporary allocation is used for. Mr. Yakubowski explained that this funding fills a gap not covered by what is supplied by state and federal funding. Dr. Elizabeth Hodge questioned that there was no mention of technology in this budget. Mr. Yakubowski answered that the Community School received extra funding this year that provided technology this year and will extend into next year. Students are fully provided for with technology already and should not need new funding for next year. Mr. Yakubowski then provided an update on emergency funding. Per the first round of federal funding from the Cares Act last year, the Community School qualified for \$241,000 that can be spent through September of 2023. This funding can be extended for two school years, so it is not part of the budget just presented. The plan is to hire a nurse for 2 school years for Covid that will consume most of this allocation. The new federal emergency relief bill coming from President Biden is \$448,115 that can be spent through September of 2024. This funding will support 3 full-time literacy specialists for 2 years and an additional faculty buyout from the College of Education to provide professional development on the literacy curriculum. This is all outside of the budget for next year. Dr. Locklear expressed a concern about the plan for what will happen to those positions after this emergency funding ends. Mr. Yakubowski noted that these funds are meant to cover the learning loss due to the pandemic. This funding is temporary for only two years: it will not continue past that.

- D. Legal Report: Ms. Goldman explained that her office is currently working on an adverse weather policy. It is in progress and should be ready at the next meeting. Dr. Locklear mentioned that Ms. Tracy Cole was recently highlighted on the UNC System homepage about essential workers.
- E. Principal Report: Ms. Tracy Cole shared the Principal's Report. Ms. Cole noted that there are currently 102 students enrolled: 88% are in person and 12% are virtual. There have been 2 positive Covid cases among students and staff. Ms. Cole expressed how fortunate the Community School has been to have such few cases after having been operating in person since October. Registration and recruitment for next year is currently under way. As of today, there are 110 children committed for next year. The capacity for next year is 125. The After-School program continues to thrive. The tutorial program has increased to 3 days per week, and there are currently 25 students who consistently participate. Dr. Kim Anderson from the Literacy Education, English Education, and History Education Department has volunteered 3 days per week to help the first and second graders. Students are also receiving personalized instruction in reading and math. Ms. Cole expressed her gratitude for the strong partnerships with Pitt County Schools and South Greenville Elementary, which established its own food pantry as a

result of their partnership with the Community School. The school celebrated the graduation of two elementary education student teachers and two special education student teachers this year. Ms. Cole completed her Ed.S. this semester at ECU through the Lab School Fellows program. The Honors College students have served as Reading Buddies for scholars during the 3rd nine weeks. The Honors College has also prepared the garden, and scholars are working on a unit about fruits and vegetables that includes taking care of the garden. A new partnership with Beast Philanthropy has established bi-weekly food distribution for families of the Community School and South Greenville Elementary. On May 18th, the Kids Read Now event will start, and May 21st is ECUCS Promotion Day. May 25th through June 2nd is end of grade testing for students in grades 3-5. June 4th is the end of the 9-week marking period, and the extended school year goes from June 8th through June 25th. On June 14th, the Community School will welcome Chancellor Rogers. Dr. Locklear thanked Ms. Cole for her leadership.

Discussion Items – None

Action Items – Require Board Action

- A. Revisions to 10.901-P (Procedure for Records)
Dr. Locklear noted that this policy has been reviewed at two previous meetings. He asked if there was a motion to approve this policy revision. Dr. Zambone made a motion to approve the policy revision. Dr. Elizabeth Hodge seconded the motion. The motion passed unanimously via roll call vote.

- B. Approval of 2021-2022 ECUCS Calendar
Dr. Locklear noted that the 2021-2022 calendar was provided prior to the meeting. He asked if there was a motion to approve the school calendar. Dr. Zambone made a motion to approve the school calendar. Dr. Ethan Lenker seconded the motion. The motion passed unanimously via roll call vote.

- C. Election of 2021-2022 Officers
Dr. Locklear started by noting that he has been honored to serve as the Chair of the Board since its inception, but he would not accept another nomination. The by-laws state that a Chair and Vice-Chair must be elected. Those people do not need to be present. He asked for nominations for Chair. Mr. Moore nominated Dr. Art Rouse. Dr. Hodge seconded the nomination. Dr. Locklear stated that nominations could be closed with unanimous consent. The nominations were closed without objection. Dr. Rouse was elected to serve as Chair via roll call vote. Dr. Locklear asked for nominations for Vice-Chair. Dr. Zambone nominated Dr. Africa Hands. Dr. Locklear asked if Dr. Hands was willing to serve. Dr. Hands declined the nomination. Dr. Hodge nominated Ms. Bonnie Glass. Ms. Glass noted that her term on the Board is ending, so she cannot accept the nomination. Ms. Glass nominated Dr. Hodge for Vice-Chair. Dr. Hodge accepted the nomination. Nominations were closed, and Dr. Hodge was elected to serve as Vice-Chair via roll call vote.

Closing Comments: Dr. Locklear noted that Ms. Glass is leaving the board and thanked her for her commitment. Ms. Glass thanked Dr. Locklear and Ms. Cole. Dr. Locklear stated that Mr. Max Joyner is also ending his term on the board. The Board of Trustees will choose a new member for this board at their July meeting. New members will be welcomed at the August meeting. Dr. Zambone thanked Dr. Locklear for his phenomenal leadership. Dr. Locklear thanked everyone and shared that his leadership for this board is one of the things of which he is most proud. Mr.

Moore thanked Ms. Cole and Dr. Lenker for all their excellent work. Mr. Moore asked about vaccinations for 11-15-year-olds. Dr. Lenker is currently working on a plan that will assist with vaccinating any students who are eligible. Ms. Cole shared her gratitude for ECU Student Health Services and will continue working with them as new directives are issued. Dr. Locklear shared information about a gift from several foundations to help train teachers with teaching reading for the next two years: another great opportunity for professional development at the school. Ms. Cole just received that information and is getting a roster of teachers to the UNC system.

Dr. Locklear adjourned the meeting at 9:46 a.m.

Next meeting: August 12, 2021, 9:00 a.m., Speight 203