Wayne Preparatory Academy Board of Directors Meeting February 20, 2024, at 5:30 p.m.

# OPENING

* 1. Welcome and Call to Order – Mr. Scott Mackey at 5:31pm
		1. Present representing the Board were Scott Mackey, Amanda Wells, Cady Stanton, Donna Scott, & Attorney Glenn Barfield.
		2. Present representing staff and administration were Christina Sosa, Barb Weber, Lisa Page, Laura Sullivan, Anthony Wright, Curt Hobbs, Nancy Truhan, Tanya Boudreaux, Lorina Akers, Johnathan Boney, Rachel Galbavy, Jeffery Winbush, Tina Hinson, Natalie Barber, Rebecca Whittle & Sheena Fletcher.
		3. Present representing parents was Skye Karr.
		4. Present representing students were Aum Prajapan, Lauren Bogenrief, Amari Canady, Preseli Toler, Nora Grace Johnson, & Kevin Galbavy.
	2. Notification of Conflicts of Interest

Board members are reminded that it is our duty to avoid conflicts of interest and the appearance of conflicts of interest as we handle the work of the Board. Does any member of the Board know of any conflict of interest or any appearance of conflict with respect to any matters coming before us at this meeting? If so, please state them for the record. If during the course of the meeting you become aware of an actual or apparent conflict of interest, please bring the matter to the attention of the Chair. It will then be your duty to abstain from participating in discussion on the matter and from voting on the matter.

1. Notice was read by Amanda Wells
2. No conflicts were noted.
	1. Motion to approve the Agenda as Business Order of the Day
		1. Motion to approve agenda was made by Amanda Wells and seconded by Cady Stanton. There was no debate or alterations were brought forward. The motion passed unanimously.
	2. Approval of Minutes (November 2023, special called December 2023)
		1. Motion to approve minutes pending formatting changes made by Amanda Wells and seconded by Donna Scott. There was no debate or alterations were brought forward. The motion passed unanimously.

# NEW BUSINESS

* 1. SGA presentation
		1. Ms. Galbavy, the advisor for Student Government Association (SGA), introduced the members of SGA. SGA gave a brief presentation on who they are, what they do, and how they help.
		2. Their goal is to implement leadership; listen to their fellow students; come together to work on issues, help make changes; make school a safe and fun environment and provide fun events at school.
		3. SGA has different committees within the organization.
			+ Volunteer Committee: Earth Day school cleanup, works the concession stand at basketball games, facilitate Share Joy activities, Spirit Week activities.
			+ The fundraising committee would like to start a scholarship for the senior trip.
		4. Upcoming possible activities: Flora nights, Gaming tournament, & Field Day.
	2. Aftercare (Dr. Hinson)
		1. Dr. Hinson would like any policy or procedures that have been board approved regarding aftercare.
			+ Amanda Wells will work with Rebecca Whittle on getting that information together. Information will be placed in student handbook for next school year.
		2. Currently scholars are attending aftercare while waiting for basketball games and are not paying.
			+ This is not the proper use of aftercare services.
	3. Field trip approval (Dr. Hinson)
		1. JCI class field trip to Wayne Community College 2/29/24 (11th grade- on the job training)- **Approved.**
		2. Natural Resources Ag Class Field Trip to Wayne Community College Natural Resources class (Forestry) 3/19/24- **Approved.**
		3. Horticulture Ag Class to visit Casey Garden Center 4/23/24- **Approved**.
		4. Ag class to attend University of Mount Olive public speaking competition 3/15/24-**Approved.**
	4. Book vending machine for Elementary School
		1. The book machine is free, but the school needs to fill the machine.
		2. Students can earn tokens to use in the machine.
		3. Parents & families can donate through [www.bookrewards.com](http://www.bookrewards.com) (part of school store fundraising that is done each school year)
		4. There is a local donor who would be interested in funding a project like this.
		5. Questions asked by the Board:
			+ What is the size of the machine?
			+ Who will do upkeep/maintenance?
			+ Is there a contract? If so, please provide a copy to Glenn as soon as possible.
	5. CTE presentation for Computer Science requirement
		1. Ms. Page, CTE coordinator, presented the Board information on new graduation requirement for a computer course. The course must be taught starting with the 2026-2027 school year but starting during the upcoming 2024-2025 school will help make sure all scholars have the time to complete this new requirement.
			+ The current 8th grade class will fall under this requirement. The class of 2028 must have a computer science credit.
		2. Beginning the 2025-2026 school year, all middle schools are requirement to provide a computer science elective.
		3. WPA will need a fully equipped computer lab and a certified teacher for this.
			+ Since this is a CTE (Career & Technical Education) course the teacher must be certified in the area they are teaching.
		4. Ms. Page proposed two options: First option: 1 lab and 1 teacher at the middle school, and 1 lab and 1 teacher at the high school. Second option: For the upcoming school year, teach all 8th and 9th graders, then the following school year only teach the 7th and 8th grade classes. The 8th grade class would be a high school level course. This would only need 1 teacher and 1 computer lab, to be located at the middle school.
		5. The Board had more questions on what equipment the school would need to buy, where would the lab be located, who could this impact, budget, what funds can be used for this- This discussion has been tabled until the April Board meeting.

# ACADEMICS

* 1. Principals Update/Academic Update
		1. Elementary School Update- Mr. Winbush
			+ Transition has been good from Dr. Hinson to Mr. Winbush
			+ Had a successful math night.
			+ The Lighthouse team attended a Leader in Me conference.
		2. Middle School- Mrs. Fletcher
			+ NC Check In scheduled for the 14th, 21st, and 27th.
			+ St. Patty’s Day Dance scheduled for Marth 15th 6-9pm
			+ 8th grade formal is scheduled for May 3rd 6-9pm
			+ 8th grade promotion/awards ceremony is scheduled for June 6th.
			+ EOGs are May 24th- June 7th.
		3. High School
			+ Mr. Jenkins and the FFA club have gotten the goats.
			+ February 27th is the ACT for the 11th graders.
			+ Prom is scheduled for May 11th.
			+ Active Shooter drill was held, and a lot was learned.
		4. Lottery Update
			+ Currently at 72 applicants
			+ Will have an update at the March meeting.
	2. iReady contract update
		1. Currently looking into a new or better replacement (Ms. Lancaster & Ms. Sullivan)
		2. Would like to look at new program for 6-12th grades, but like the foundational program for K-2
		3. Will provide more updates in March/April

# FINANCE

* 1. Account Updates
		1. Wonderful Foundation provided $21,000 for the school which was used to purchase a metal detector and sound system for the high school.
		2. Glenn had questions about the metal detector such as:
			+ Do we own or lease? We own.
			+ Who mans it?
			+ What is the policy and/or procedures for using it?
		3. Glenn has more questions but will email those that need to be answered.
		4. Natalie and Tina have a zoom meeting scheduled with Acadia on Thursday.
			+ Revised budgets and statements will be sent out.
	2. Contracts/Job openings
		1. Current openings: Middle School EC, Computer science, ESL resource teacher, & School psychologist.
			+ Looking at creating a new position for the middle and high school like that of Ms. Sullivan in the elementary school.

# OLD BUSINESS

* 1. Prom update
		1. Glenn needs to review venue contract.
	2. Student situation update (CLOSED)

# OPERATIONS

* 1. HR Update
		1. Thirteen families attended the Open House- All have enrolled.
		2. Rebecca would like to do this again on a larger scale since it was very successful.
		3. Employee Handbook project is coming along very well.
		4. Currently working on getting the WPA name out in the community and have more of a social media presence.
		5. February 28th Natalie and Rebecca will work on the salary structure.
		6. WPA pays for staff to be members of the Chamber if teachers and staff are interested.
	2. Community Relations update
		1. Community Relations will be hosting a soup luncheon on March 1st.
	3. Website update
		1. Current website works, but it is confusing, has some old information, and is not user friendly.
		2. Rebecca has found someone to work on the homepage and up to 15 additional pages. Cost is $2,500, with a $15 per month upkeep fee.
		3. It will take about one month to update, then will provide training to others on campus.
			+ Scott would like a defined person to be responsible for website updates and maintenance.
	4. Behavioral Intervention Team (BIT) update
		1. They have been working on behavior matrix along with MTSS/PLC/SIT
		2. Charles would like to be involved.
		3. Glenn wanted to remind everyone that there are different rules for EC/504/IEP students and these students need to be handled differently.
	5. Active shooter training results update
		1. Drill was held on the 25th, and Bright Arrow message was sent out to parents before and after the drill.
		2. Elementary drill will be held on March 1st.
		3. Glenn asked who will be doing the training, Mrs. Fletcher told the Board that she had SROs come in from Wake & Durham County schools.
		4. Amanda has offered to have her husband review any plans.
1. CLOSED SESSION (If applicable)

Motion to go into Closed Session to discuss matters that are privileged and confidential under state or federal law, to discuss matters that are protected under attorney-client privilege, and to discuss personnel matters.

* 1. Motion made by Amanda Wells and seconded by Cady Stanton at 7:17pm. The motion passed unanimously.
	2. Motion to return to open session was made by Cady Stanton and seconded by Donna Scott at 7:44pm. The motion passed unanimously.
1. Any motions to be heard resulting from Closed Session
	1. Motion to approve hires Gilikin, Tucker, and Brinson at salaries discussed during closed session was made by Amanda Wells and seconded by Donna Scott at 7:45pm. The motion passed unanimously.
2. ADJOURNMENT
	1. Motion to adjourn meeting was made by Donna Scott and seconded by Cady Stanton at 7:45pm. The motion passed unanimously.