

The Emereau Foundation
d/b/a Emereau: Bladen
Meeting of the Board of Directors
Thursday, January 25, 2018
995 Airport Road, Elizabethtown, North Carolina 28337

Minutes

The Emereau Bladen Board of Directors met in regular session on Thursday, January 25, 2018. Members present: Mr. Eddie Madden, Chairman; Mrs. Lisa DeVane, Vice Chair; Mr. Maurice Williams, Secretary; Mrs. Sandra Lewis, Mrs. Ashley Dowless and Mr. Dean Hilton.

Members absent: Mrs. Carla Jacobs, Treasurer.

Administrative staff present: Mrs. Kate Alice Dunaway, Executive Director, Mrs. Lillian Bryant, Dean of Operations and Mrs. Wanda Everette, Administrative Associate.

Board Chair Eddie Madden welcomed everyone and called the meeting to order at approximately 6:30 p.m.

Mr. Maurice Williams read the Mission Statement and Board Chair Eddie Madden read the Conflict of Interest Statement. There were no conflicts of interest noted.

Mr. Maurice Williams presented the Minutes from the November 9, 2017 meeting for approval.

Mr. Hilton motioned to approve the Minutes. Mrs. DeVane seconded and the motion passed by a unanimous vote.

Board Chair Eddie Madden open the floor for public comment. No one in attendance offered any comments.

Chair Madden introduced the new incoming Board Members: Mrs. Ashley Dowless, Mrs. Sandra Lewis, and Mr. Dean Hilton.

Under Executive Director's Report Mrs. Kate Alice Dunaway gave the Board an update on the following:

- Enrichment and Support Programs - Girl Scouts, Girls on the Run, Battle of the Books, Journalism/Yearbook, Academic Support, Beta Club, Composting Team, Hospitality Committee, Ties and Tiaras, Bowties and Bracelets, Read Across America: Seuss on the Loose, Aladdin: The Musical, and Sixth Grade Ambassadors.
- Finance/Budget – The third State Allotment from NCDPI Financial Division is expected the first week in March. School Allotments have been received from five school systems: Bladen County Schools, Columbus County Schools, New Hanover County Schools, Robeson County Schools and Whiteville City Schools. The Bus Transportation Grant was submitted on December 31, 2017.

- The 2018-2019 Application Process – The Application process began November 4, 2017 and will close on February 23, 2018. All students who desire to enroll must complete an Application for Admission at www.lotterease.com. Siblings of currently enrolled students are required to complete an application but are exempt from the lottery.
- Curriculum/Instruction – Every Monday the Emereau Team participates in Planning/Professional Development. The Emereau teachers completed the Project Learning Tree Certification on January 2, 2018. Eighteen Emereau team members will attend a two-day Daily Five and Math Three Conference in Atlanta on Saturday, April 14 and Sunday, April 15, 2018.
- Personnel – The Emereau: Bladen team continues to embrace the Emereau Mission Statement and create an exemplary public school representing the best of the Bladen community and the region.

Board Chair Madden presented the Budget Report in the absence of Mrs. Carla Jacobs, Treasurer, and asked that the Board defer to the original Budget Report presented at the Board Retreat. The final budget will be presented to the Board at next month's meeting for approval. Board Member Mrs. Lisa DeVane asked the Board to consider putting in the budget an incentive/bonus for teachers as a way to attract and keep teachers, based on performance. Discussion centered on awarding just the teachers or to include all staff. The Board asked Mrs. Dunaway and Mrs. Jacobs to discuss adding a Staff Incentive Program to the Budget for the 2018-2019 school year.

Ms. Lisa DeVane motioned to approve the Budget Report presented at the Board Retreat. Mr. Hilton seconded and the motion passed by a unanimous vote.

Board Chair Madden informed the Board that employees had met with Mr. John Taylor, with CLC Financial Services offering a 401(K) Plan.

Mrs. Lillian Bryant, Dean of Operations informed the Board that an official form is required by the State and Board approval is needed to sponsor Summer School, Grade 3-6 or Reading Camp, Grade 1-2. Decisions will need to be made as to how many days and which curriculum to use. Summer School Camp will not be funded. Students that have failed the EOG Test will have the opportunity to retake the test after camp. The Reading Camp is funded and money will be deposited in the Spring.

Mr. Hilton motioned to approve the Reading Camp since it will be funded and delay the decision on Summer School. Mrs. Ashley Dowless seconded and the motion was unanimously approved. Chair Madden asked Mrs. Dunaway to develop a plan of what it would cost to operate Summer School and the Reading Camp and present at the next meeting.

Board Chair Madden presented the 2018-2019 Academic Calendar for approval.

Mrs. Ashely Dowless made a motion to approve the 2018-2019 Calendar. Mr. Maurice Williams seconded and the motion was approved by a unanimous vote.

Chair Madden gave a Facility Update stating that new construction will begin no later than February 15, 2018.

Chair Madden informed the Board that the position for Executive Director will be announced immediately. The job description was developed with the assistance from Dr. Kate Williams, with the North Carolina Department of Public Instruction, modified specifically for Emereau: Bladen. Chair Madden thanked Mrs. Dunaway giving her credit for the success of Emereau: Bladen. The application process will close March 1, 2018.

Mr. Dean Hilton motioned to approve the job description presented and to advertise for the position of Executive Director. Mrs. Sandra Lewis seconded and the motion passed by a unanimous vote.

Chair Madden informed everyone the next Board of Directors Meeting will be February 22, 2018 at 6:30 p.m.

Upon a motion by Mr. Hilton, seconded by Mr. Williams, the Board adjourned at approximately 7:40 p.m.

Respectfully Submitted,

Maurice Williams
Secretary

Wanda Everette
Administrative Associate