

Thomas Academy Charter School

Board Meeting Minutes

January 10, 2017

4:00 p.m.

**Welcome**..... Owen Robinson

- Owen opened the meeting.

**Roll Call**..... Gwen Jones

- Owen Robinson, Dave Wyatt, Zelphia Grisset and Larry Hewett were present through conference call. Staff members present were Tom Simmons, Tracy Coston and Gwen Jones. Boys and Girls Home Vice President of Finance, Tom Huggins, was also present to present a finance report.

**Approval of February Board Minutes**..... Owen asked the board if they received the November minutes and if he could have a motion to approve. A motion to approve the minutes was made by Dave, Larry made a second, and the November minutes were approved.

**Thomas Academy Updates:**

- Tom Huggins shared the Thompson- Price final reporting structure for the audit. He passed out to those present a copy of the report and stated that an electronic copy will be sent out soon. This was due to the fact that all the board members present were present through conference call. Tom Huggins went over the highlights of the audit and he concluded by requesting that the audit be voted on in the next meeting and, therefore, it will be a part of the February 14, 2017 board meeting.
- Tracy said that the renaming ceremony was beautiful and powerful. She also stated that almost everything has been redone to reflect the change.
- Tracy was excited to tell the board about the "20 Time Projects". The projects are in English Class and this project allows the students 20% of their class time to work on a subject of their choice. Some of the students, through this class, have made a huge turn around. Tracy also stated that the students are not as prepared in writing and research as she would like them to be and, therefore, soon she would like to ask the board to vote on offering a professional writing and research class that will need to be a requirement for graduation.

- Tracy told the board that Thomas Academy hired a new Science teacher. Timothy Curtis is very experienced and will begin on January 17<sup>th</sup>. He will shadow Mr. Helms.
- Career Day is still in the planning stages and as soon as it is complete, Thomas Academy will send out a copy to both BGHS Board as well as the School Board.
- There will be no lottery for 8<sup>th</sup> grade until we go over 120 students.
- Basketball is going well and we have 3 games this week.

There was no old business.

New Business:

- Jeremy Croom wrote a grant through International Paper for an outdoor reading area. The Vocational Department will plan, put together and upkeep the garden.

Board Action Item:

- The Board was asked to vote on the Student Admission and Leave Procedure Policy. Owen made a recommendation to vote to accept the policy. Dave made a motion to accept the policy and Dr. Grisset made a second, everyone approved and the policy was accepted.

There were no questions or concerns

Owen asked the board for a motion to adjourn. Larry made a motion to adjourn and Dave made a second, everyone was in favor and the meeting was dismissed.

The next board meeting is scheduled for February 14, 2017.

Thomas Academy Charter School

Board Meeting Minutes

February 14, 2017

4:00 p.m.

**Welcome.....** Owen Robinson

- Owen opened the meeting.

**Roll Call.....** Gwen Jones

- Sheila Boles, Zelphia Grissett, Larry Hewett, Owen Robinson and Dave Wyatt were present through conference call. Deana Yergeau is taking a temporary leave of absence. Staff members present were Tom Simmons, Tracy Coston and Gwen Jones. Boys and Girls Home Vice President of Finance, Tom Huggins, was also present to present an audit for a vote.

**Approval of January Board Minutes.....** Owen asked the board if they received the January minutes and if he could have a motion to approve. A motion to approve the minutes was made by Larry, Dave made a second, and the January minutes were approved.

**Board Action Items:**

- Tom Huggins shared the Thompson- Price final reporting structure for the audit. He passed out to those present a copy of the report and stated that he had sent out an electronic copy to the board. Tom Huggins went over the highlights of the audit and he concluded by requesting a vote. Owen asked the board if they would like to accept the audit as presented. Larry made a motion to accept and Dave made a second, everyone was in favor and the audit was accepted as presented.

**Thomas Academy Updates:**

- The NCVPHS students were not able to take their final exams until the week of January 21<sup>st</sup>, so report cards were delayed until the following week. Ms. Gwen has a copy of the A/B honor roll.
- More than the report cards, our MAPS data is showing growth and in middle school particularly. This is because we have a little more flexibility with the schedule and curriculum. We have been working to target the skills and levels the students need, be it remedial, on grade level, or advanced.

- The teachers held many parent teacher conferences last week to go over students' PEPs. This meeting was to discuss their progress, strengths and concerns. We will continue to schedule these meetings until every child's plan is communicated and updated.
- We are very excited about Homecoming this week! Students are having the opportunity to dress in themes for each day. During half time at the game we will crown a king and queen and honor a prince and princess. We will sell extra goodies at concessions that are not usually offered and on Friday there will be a dance for the students on green level or above. We will also charge \$2.00 admissions in hopes of raising money for prom.
- Open enrollment is the month of March 1. Tom and Tracy have received applications and we will send out intent letters soon.
- There is a virtual career fair in April. We are anticipating a few openings for next year and have been having difficulty with our current approaches to fill the difficult positions of math and science and we hope this will bring some better candidates our way.
- A new Science teacher has been added to replace Mr. Helms. Mr. Curtis is a Minister and has previously worked as a long term sub. He has a bio-physiology background. He is firm in his expectations and is beginning to develop relationships with the students.
- We are working with NCstar. This is a tool to document and monitor our school improvement planning process. This plan helps us to carefully target areas we need to grow and also helps to delegate. The greatest thing about the plan is that everyone has a task and we all hold each other accountable and share the tasks. Tracy stated that she would like to update the board members on how to access the NCstar site so that they would be able to see our progress.
- This past weekend, our basketball teams participated in the Fellowship Christian Academy tournament in Jacksonville. They played Friday and Saturday and the boys won first place and the girls won third place. We also had several students who were recognized for their performance during the tournament. Girls: [REDACTED] and Ania Boys: Avery, [REDACTED] and Ayren as the tournament MVP. The team will also participate in another basketball tournament this Thursday and Friday at New Life Fellowship in Fayetteville. There is also a Saturday home game with Paul R. Brown at 1:00.

**There were no questions**

**There was no old business**

**New business:**

Ms. Tracy stated that she would have the summer school plan ready for review at her next meeting.

Owen asked the board for a motion to adjourn. Dave made a motion to adjourn and Sheila made a second, everyone was in favor and the meeting was dismissed.

The next board meeting is scheduled for Tuesday, March 14, 2017.

**Thomas Academy Charter School**

**Board Meeting Minutes**

**March 14, 2017**

**4:00pm**

**Thomas Academy Media Center**

**Welcome..... Dave Wyatt**

- Dave Wyatt conducted the meeting in the absence of Chairman Owen Robinson who was unable to attend.

**Roll Call..... Gwen Jones**

Larry Hewett was here in person and Shelia Boles, Zelphia Grissett, and Dave Wyatt were present through conference call. Deanna Yergeau asked to step down for a few months. Flemington Academy staff present were Tom Simmons and Gwen Jones. Tracy Coston And Lashonn Freeman were attending a testing meeting and were unable to attend.

**Approval of February Board Minutes..... Dave asked** the board if they received the February minutes and if he could have a motion to approve. A motion to approve the minutes was made by Larry, Zelphia made a second and the February minutes were approved.

**Thomas Academy Updates:**

- Dr. Simmons stated that ACT testing was complete. He also said that the students would need the ACT to apply for college.
- The students are in the process of MAPS testing. The MAPS test will determine placement for next year.
- The Homecoming Dance went well and the teachers had as much fun as the students.
- 40 students went on a field trip to Charlotte to see a play titled "ALL SHOOK UP". This field trip was arranged by Ms. Tracy and Ms. O'neill. The staff not only wanted deserving students to have an incentive, they also would like

them to have opportunities to demonstrate appropriate behaviors in other settings.

- The staff retreat is March the 15<sup>th</sup>-17<sup>th</sup>. The teachers and staff will be off campus for 2 days and 2 nights. The teachers are being asked to bring lesson plans and to be prepared for an intense training.
- Dr. Simmons has prepared a rough draft of the calendar for next year. The draft includes 186 school days. Staff will talk about the calendar at the retreat and we will send a copy of the completed calendar to the board members at least one week before the next meeting.
- The Summer School schedule worked well last year so we will follow the same plan this year. The only exception is that the NCVPHS students may need to be at school a full day.
- Dr. Simmons will attend a Job Fair on March 29<sup>th</sup> at UNC-Pembroke. He will take applications that can be completed; however, he will not offer any positions at that time.
- Spring Prom is April the 13<sup>th</sup> and all students above the white behavior level may attend. Spring Break will begin the following day and last throughout the next week.

#### Questions or Concerns:

Dave asked that Dr. Simmons explain the discipline levels for the board members.

Zelphia asked Dr. Simmons about the board meetings that the board members are required to attend in person. Dr. Simmons suggested that the September meeting, which is around the beginning of the school year and June, which coincides with graduation, would be good meetings to attend on campus.

#### Old Business:

There was no old business

#### New Business:

There was no new business

#### Board Action Item:

- Dave asked the board for approval of the 2017 summer school plan. Sheila made a motion, Larry seconded, and the vote to accept the plan carried.
- Dave asked for a motion to employ a teacher to replace Ms. Burton for 5 weeks and a permanent replacement for Wallace Scott. Sheila made a motion to approve these hiring's, Zelphia made a second, and the motion carried.

Dave asked the board for a motion to adjourn the meeting. Sheila made a motion and Larry made a second, everyone was in favor and the meeting was adjourned.

The next board meeting will be April 11, 2017.

**Thomas Academy Charter School  
Board Meeting Minutes  
May 23, 2017  
3:58pm**

**Thomas Academy Media Center**

**Welcome**.....

**Roll Call**.....**LaShonn Freeman**

- Conference call: Zelfhia Grissett, Owen Robinson, Dave Wyatt,
- Tracy Coston, LaShonn Freeman, Larry Hewett

**Approval of March Board Minutes**.....**Motion to approve the last minutes by L. Hewett. Seconded by Mr. Wyatt. The Board minutes have been approved.**

**Thomas Academy Updates**.....**Tracy Coston**

- Clarification of the new staff member from Ms. Gwen to Ms. Troy. Ms. Coston gave an explanation of the reason. Mr. Robinson asked if everyone received the Board minutes. Mr. Wyatt did not and asked for Ms. Troy to update his email information.
- Prom: Middle School/High School Prom
- ADM 115 students; 8 new community students Campus is expecting an expansion because Optimist has renovation; Campus 50 students
- We are looking good for next year
- Graduation: June 10, 2017 @ 10:00 am David Thomas will be our graduation speaker. He will also be presenting each senior with a gift.
- Senior Class Trip: May 25, 2017: Pictures at the beach, paintball and lunch
- Testing schedule was given by Tracy.
- May 30, 2017 @ 6:00pm in the Fellowship Hall; an invitation was extended to the Board Members. Dinner will be served. Tracy explained the awards that will be given. Each child will receive 2 free tickets then they will have to pay extra for additional tickets. We will also recognize athletic awards during this time
- Ms. Grissett will not be attending our graduation due to her child graduating.
- Openings for next year: Theatre, Art, possible EC teacher, Math (Burton's position) We have a candidate that we like based on the references. We are also looking for a Behavior Specialist position (Wallace's position). To fill this position, we have been using the Residential Counselors which has been a win-win.
- Dwyatt @ec.rr.com new email address

**Budget**.....**Tom Huggins was not present budget not complete at this time.**

**Old Business:**

**There was no old business**



### **New Business:**

- Tracy asked if the members have received the school calendar. Ms. Grissett received a copy of the 2017-18 calendar.
- Tracy stated that she would forward the new email and attachment to Mr. Wyatt. Tracy said that we can wait until next time to review the information that was sent in the email. It will be under the Old Business for the next board meeting.
- Mr. Wyatt received the attachments during this meeting. Mr. Robinson said we could review it now.
- Tracy began to review the calendar:
- Trying to coincide with Columbus County Schools we are looking at an earlier start to test before Christmas. Mr. Hewett also added that it coincides with the community college to start earlier.
- Policies: During the Fiscal Audit, we did not have a Time, Effort, & Equipment Asset Inventory Policy information. Tom drafted those policies so that we would have those things in place.
- The Board Members reviewed the policies and the calendar.

### **Board Action Items**

- Motion to approve the Time and Effort policies and calendar as is made by D. Wyatt. Seconded by Ms. Grissett. The motion was carried. Board approved it as is.
- June and July Board Meetings: Normally we don't have a meeting. Tom wanted to look at it. Have the second week in August to be the next. Motion to negate June and July Board meetings by Mr. Hewett, seconded by Mr. Wyatt. Motion carried. There will not be a board meeting in June or July.
- The next board meeting would be August 8? Discussion was made about having a board meeting in June so that we could have a Board meeting since everyone would be here for Graduation. Mr. Hewett expressed a need to have everyone on campus for at least 2 meetings. Mr. Wyatt, Mr. Hewett, ... will be attending graduation. Tracy will double check to see if Shelia could be here. Tracy wanted to verify that there would be enough members for a quorum. Mr. Robinson will be here for graduation.
- We could do an addendum to the Board minutes if there wasn't a quorum. Mr. Wyatt asked if there was a preference for having the meeting before or after the graduation. A discussion was held about having the meeting an hour after the ceremony. Mr. Wyatt confirmed that he remembered Tom saying something about having the Board members on campus. Tracy will find out and get it to everyone's email.

### **Questions & Concerns:**

No additional questions

Motion to end the meeting by Mr. Wyatt. Seconded by Mr. Hewett.

Meeting was adjourned at 4:43 pm

**Sponsored Program/Project**

An externally-funded activity that is separately budgeted for and governed by specific terms and conditions of the sponsoring organization. A sponsored program may be in the form of grants, contracts, or cooperative agreements for research, instruction and public service activities.

**Single Cost Objectives**

A single work activity may be funded by one or more funding sources. Single cost objectives include a single federal grant award or a combination of federal special education and state special education program funds.

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**Thomas Academy Charter School  
Board Meeting Minutes  
August 2, 2017  
3:00pm**

**Anthony J. Brill Middle School Office**

**Welcome**.....Dave Wyatt

- Meeting called to order by Dave Wyatt in the absence of Owen Robinson who was unable to attend at 3:03pm.

**Roll Call**.....Shanita Troy

- **Attending by Conference Call:** Dave Wyatt, Larry Hewett, Sheila Boles **In person:** Dr. Tom Simmons, Tom Huggins, Julie Ward, Shanita Troy

**Action Items**.....Tom Huggins

Tom Huggins explained the reasoning for the call meeting was there had to be a response within 30-days to an Audit Finding 2016-01 letter sent in July by NC Department of Public Instruction. The letter essentially detailed policy and procedures that must be followed in th handling of monies received by the schools and refereed to the following:

- Audit Finding 2016-01 (Public Schools of NC letter dated July 10, 2017)
- NC General Statute 115C-445
- Audit Finding 2016-01 Response (Thomas Academy letter dated July 27, 2017)
- Accounting Policy & Procedures Manual Extract (requires signatures)

Tom Huggins explained that the audit finding was a common finding in many schools. The following is a excerpt from Boys & Girls Homes of NC Accounting Policy & Procedures manual. Tom Huggins detailed how the procedures followed by Boys & Girls Homes of NC and Thomas Academy are in compliance with state requirements.

*Funds Received in the Finance Office:*

The Accounts Receivable Specialist prepares a receipt, in triplicate, for all cash received in the Finance Office. The white (original) copy of the receipt is issued to the payer; the yellow copy is filed in the Accounts Receivable office with the bank deposit paperwork; and the pink copy remains in the Cash Receipts Binder. The Accounts Receivable Specialist prepares deposit slips and deposits all cash and checks received into the appropriate fund account. All cash and/or cash equivalents on hand for Thomas Academy, where the amount is in excess of two hundred fifty dollars (\$250), shall be deposited daily per NCGS 115C-445 with a duplicate deposit receipt provided to the VP of Finance. Each Bank validated deposit slip is attached to the Accounts Receivable Specialist's Cash Receipts Binder, Ledger Transaction paperwork and filed. All check copies are filed according to month received.

Additionally, Tom Huggins explained with the closing of our local BB&T branch and the necessity of traveling to Whiteville to make deposits and handle other banking matters the Boys & Girls Home of NC purchased a electronic scanner which allows for the immediate deposit of checks into our Bb&T account and provides a remedy for daily deposits. Cash deposits in excess of the \$250.00 amount are made on a daily basis. These procedures has led to our becoming 100% compliant.

Tom Huggins requested for an approval of the policy and procedures by the board regarding the handling of monies received by Thomas Academy. A motion was made by Shelia Boles and seconded by Larry Hewett to approve the policy and procedures on page 4.(see attached documentation). The motion was approved unanimously.

**Other Business.....Dr. Tom Simmons**

- Dr. Tom Simmons reported that Tracy Coston resigned as Director of Thomas Academy. After a brief discussion a motion was made by Larry Hewett and seconded by Sheila Boles to appoint Dr. Tom Simmons as Interim Director of Thomas Academy. The motion was unanimously approved.
- Dr. Tom Simmons requested a motion to move August Board Meeting to August 15, 2017 4:00pm. Motion made by Shelia Boles and Seconded by Larry Hewett. The motion was unanimously approved.

**Board Member Questions/Concerns.....Dave Wyatt**

- None

**Adjournment.....Dave Wyatt**

A motion to adjourn the called meeting of Thomas Academy Board of Education was made by Larry Hewett and seconded by Shelia Boles. The motion was approved unanimously.

Meeting adjourned at 3:40pm

**Thomas Academy Charter School  
Board Meeting Minutes  
August 15, 2017  
4:00 pm**

**Anthony J. Brill Middle School Office**

**Welcome.....**Owen Robinson

- Meeting called to order at 4:09pm by Owen Robinson.

**Roll Call.....**Shanita Troy

- **Attending by Conference Call:** Owen Robinson, Dave Wyatt, Shelia Boles
- **In Person:** Tom Simmons, Larry Hewett, Shanita Troy

**Approval of August Call Meeting Minutes.....**Owen Robinson

- Owen Robinson requested a motion to approve August 2nd board meeting minutes. A motion was made by Dave Wyatt and seconded by Sheila Boles. The motion was approved unanimously.

**Thomas Academy Updates.....**Tom Simmons

- **First Day of school Head Count:** Total enrollment as of 8/15 was 114 students. Our target is 120 students. These numbers include High School, Middle School, BGH residents, and Community students.
- **Beginning Teacher Support Program Plan:** Tom Simmons offered the policy as the first reading. The policy will be tabled and discussed in the September board meeting. Tom Simmons stated that Shanita Troy would send policy out by email to all board members for review.
- **New Staff:**
  - Armanda Rooks was hired as Spanish Teacher Monday Wednesday and Fridays.
  - Bethany Stephens was hired for Art. Bethany Stephens will operate on A/B day schedule which rotates Monday, Wednesday, and Friday and Tuesday and Thursday on rotating weeks.
  - Charles Eugenio was hired as the Math teacher. Charles Eugenio had issues with his VISA and could not be put on payroll until all paperwork is finalized. Charles agreed to work without compensation until documentation was complete.
- **Staff Needs:**
  - **Full Time Director:** Tom Simmons explained that he would like to hire a full time director by October 1<sup>st</sup>. There are 3 interviews setup for the position.
  - **EC Teacher:** There are 2 interviews setup.

- **Welding Class:** Welding class is setup there are only 4 slots open for this class. This class is only offered 3<sup>rd</sup> period.
- **Athletics:** Thomas Academy introducing new fall and spring sports: cross country, track and field. Suggestions for a golf group. Basketball Team already in place.
- **Piano Lab:** Patty Lylery found a donor that donated 5 pianos to Thomas Academy to start our piano lab.

**Old Business**.....Owen Robinson

- None

**New Business**.....Owen Robinson

- **Approval to fill staff openings:** Tom Simmons requested a motion to approve staff openings. A motion was made by Shelia Boles and seconded by Dave Wyatt to hire Armanda Rooks and Bethany Stephens. The motion was approved unanimously.
- **Board Realignment:** Tom Simmons explained that some board members term would expire on the 2018-2019 term. Tom Simmons explained the need to go ahead and realign the board leadership for the upcoming term.
- **Board Meeting Dates:** Tom Simmons stated that he would put together a list of dates for the board meeting.

**Action Items**.....Owen Robinson

- None

**Board Members Questions/Concerns**.....Owen Robinson

- None

**Adjournment**.....Owen Robinson

\*\*A motion to adjourn Thomas Academy Board of Education meeting was made by Dave Wyatt and seconded by Shelia Boles. The motion was approved unanimously.

Meeting adjourned at 4:25 pm

**Thomas Academy Charter School  
Board Meeting Minutes  
September 18, 2017  
4:00 pm**

**Anthony J. Brill Middle School Office**

**Welcome.....Dave Wyatt**

- Meeting called to order at 4:05pm by Dave Wyatt.

**Roll Call.....Shanita Troy**

- **Attending by Conference Call:** Dave Wyatt, Zelfhia Grissett
- **In Person:** Tom Simmons, Larry Hewett, Shanita Troy, Lashonn Freeman

**Approval of August Minutes.....Owen Robinson**

- Dave Wyatt requested a motion to approve August board meeting minutes. A motion was made by Dave Wyatt and seconded by Zelfhia Grissett. The motion was approved unanimously.

**Thomas Academy Updates.....Tom Simmons**

- **20 Day Head Count:** Total enrollment as of 9/18 was 115 students. Our target is 120 students. These numbers include 79 High School students, 36 Middle School students, 43 BGH residents, and 72 Community students.
- **Update on 8<sup>th</sup> Grade Math Position:** Paperwork for C. Eugenio has been expedited so that he can be officially hired.
- **Welding Class:** This class is limited to 4 students, we only have 4 welding decks available.
- **Piano Lab:** The donated pianos have arrived.
- **Staff Needs:** EC Teacher, Behavior Specialist
- **October Board Meeting:** Meeting changed to October 17, 2017 at 4:00pm.

**Old Business.....Dave Wyatt**

- **None**

**New Business.....Dave Wyatt**

- **Approval of Beginning Teacher Support Plan:** Lashonn Freeman explained that this policy had not changed it was just a name change on this form from Flemington Academy to Thomas Academy. Motion was made by Larry Hewett and seconded by Zelfhia Grissett. The motion was approved unanimously.
- **Approval of Thomas Academy Time and Effort Reporting Procedures:** Dr. Tom Simmons explained the Time and Effort Reporting Procedures. A motion was made by Larry Hewett and seconded by Zelfhia Grissett to approve the Time and Effort Reporting Procedures. The motion was approved unanimously.

- **Recommendation of Director:** A motion was made by Zelphia Grissett and seconded by Larry Hewett to hire Geraldine Bradshaw as new Director of Thomas Academy. The motion was approve unanimously.
- **Termination of Interim Director:** Dr. Tom Simmons explained the need for his termination as Interim Director upon the hiring of Ms. Bradshaw as new Director of Thomas Academy as of October 1, 2017. Dr. Simmons stated that he would step back into his position as VP of Education. A motion was made by Larry Hewett and seconded by Zelphia Grissett. The motion was approved unanimously to terminate Tom Simmons as Interim Director.
- **Recommendation for PE Teacher:** Dr. Tom Simmons explained the need to have a fulltime PE teacher this position will not be a split position with BGH. A motion was made by Zelphia Grissett and seconded by Larry Hewett. The motion was approved unanimously to hire Doug Skipper as the PE Teacher.
- **Recommendation for Behavior Support Specialist:** Lashonn Freeman expressed the need for another Behavior Support Specialist. Dr. Simmons stated that job would have to be posted and he hope to make internal transfer.
- **Board Realignment:** Dr. Tom Simmons explained that each year the board open up the floor for a board chair. Board Realignment will be presented at next meeting when all board members are present.
- **Board Meeting Dates:** Dr. Tom Simmons will compose a calendar with board meeting dates. There will be no December Board Meeting

**Action Items**.....Dave Wyatt

- None

**Board Members Questions/Concerns**.....Dave Wyatt

- None

**Adjournment**.....Dave Wyatt

**\*\*A motion to adjourn Thomas Academy Board of Education meeting was made by Larry Hewett and seconded by Zelphia Grissett. The motion was approved unanimously.**

Meeting adjourned at 4:33 pm



**Thomas Academy Charter School  
Board Meeting Minutes  
October 17, 2017  
4:00 pm**

**Anthony J. Brill Middle School Office**

**Welcome**.....Owen Robinson

- Meeting called to order at 4:10pm by Owen Robinson.

**Roll Call**.....Shanita Troy

- **Attending by Conference Call:** Shelia Boles, Larry Hewett, Zelfhia Grissett, Owen Robinson
- **In Person:** Tom Simmons, Deana Yergeau, Shanita Troy

**Approval of September Minutes**.....Owen Robinson

- Dave Wyatt requested a motion to approve September board meeting minutes. A motion was made by Dave Wyatt and seconded by Larry Hewett. The motion was approved unanimously.

**Thomas Academy Updates**.....Tom Simmons

- **October Head Count:** 112 Students present enrollment
- **Technology Grant:** \$5000.00 donation was given to Thomas Academy to setup middle school computer lab.
- **Saturday Academy:** Ms. Bradshaw would like to take 10-12 of our lowest functioning students and put them in Khan Academy on Saturday's under Ms. Bradshaw's supervision to get them up to grade level. Projected start date: Saturday, November 2, 2017.
- **College & University Visits:** Ms. Bradshaw would like to take seniors and juniors on college visits.
- **Athletics:** Cross country update kids won their last meet. We are looking into track and field for the spring.
- **Dr. Tom Simmons work schedule:** Starting November 2, 2017. Dr. Simmons would like to go back to working Monday, Tuesday, and Wednesday.

**Executive Session for Personnel**.....Owen Robinson

- Larry Hewett requested a motion and seconded by Zelfhia Grissett. The motion was approved unanimously to go into executive session.
- Executive session closed at 4:20pm.

**Old Business**.....Owen Robinson

- **None**

**New Business**.....Owen Robinson

- **Board Realignment:** We need to re-organize the chair and vice chair or reappoint. Motion was made by Shelia Boles and seconded by Dave Wyatt. The motion was approved unanimously to let Owen Robinson remain as chairman and Larry Hewett as vice chair.
- **Permission to hire:** Dr. Tom Simmons needs permission to hire an EC teacher and Math teacher. A motion was made by Larry Hewett and seconded by Zelphia Grissett to approve the hiring of the EC and Math teacher. The motion was approved unanimously.
- **Board Meeting Dates:** Shanita Troy will send out a copy of Board meeting dates.
- **Personnel Action:** The board accepted LaShonn Freeman resignation as Assistant Director of Thomas Academy. A motion was made by Dave Wyatt and seconded by Zelphia Grissett. The motion was approved unanimously to accept LaShonn Freeman resignation as Assistant Director.
- **Recommendation for Interim Director:** The board accepted the appointment of Betty Hux as Interim Assistant Director of Thomas Academy. A motion was made by Dave Wyatt and seconded by Zelphia Grissett. The motion was approved unanimously to appoint Betty Hux as Interim Assistant Director of Thomas Academy.

**Action Items**.....Owen Robinson

- None

**Board Members Questions/Concerns**.....Owen Robinson

- None

**Adjournment**.....Owen Robinson

\*\*A motion to adjourn Thomas Academy Board of Education meeting was made by Larry Hewett and seconded by Zelphia Grissett. The motion was approved unanimously.

Meeting adjourned at 4:43 pm

Thomas Academy  
Board Meeting Minutes  
November 14, 2017  
4:00 pm

Meeting was called to order by Owen Robinson, Chair.

Members present: Owen Robinson, Dave Wyatt, Sheila Boles, Larry Hewett, Zelfhia Grissett.  
Motion was made by Dave Wyatt, second by Zelfhia Grissett to approve October Board minutes.

Dr. Simmons gave Thomas Academy updates:

- Saturday Academy has been established. Students who are experiencing academic problems will attend from 9:00 am to 12:00 pm. Tutoring in math and reading will be available.
- Dr. Bradshaw has developed a partnership with Southeastern Community College to help with testing and college level course credit for students who qualify.
- Thomas Academy received two grants for technology upgrades. Walmart of Whiteville - \$2,000 and the property owners of Brunswick Plantation in Shallotte, NC - \$5,000.
- Thomas Academy will be closed on November 23<sup>rd</sup> and 24<sup>th</sup> to observe the Thanksgiving holiday.
- Plans are being made to offer brick masonry to the CTE curriculum in the fall of 2018.
- Ms. Patty Lyerly, music teacher, was recognized by the Lake Waccamaw Lions Club as the Outstanding Middle/High School Teacher of the Year.

There was no old business.

New Business:

- Motion made by Dave Wyatt, second by Larry Hewett to cancel the December Board meeting. Motion passed.
- Motion made by Larry Hewett, second by Dave Wyatt to move the January 9, 2018 Board meeting to January 16, 2018. Motion passed.
- Motion made by Sheila Boles, second by Dave Wyatt to accept the resignation of Adam Dimenstein, English teacher, effective December 15, 2017. Motion passed.
- Motion made by Larry Hewett, second by Dave Wyatt to approve the following personnel recommendations:
  - Betty Hux, Assistant Director of Thomas Academy
  - Charlton Eugenio – Math teacher
  - Brad Phillips – Exceptional Children teacher
  - Motion passed.
- Dr. Simmons recommended to the Board that permission be approved to seek a change in the designation status of Thomas Academy. The change would designate Thomas Academy as an Alternative School for the purpose of grading accountability by the Department of Public Instruction. Under the present designation the overall school

performance is based on the percentage of students scoring proficient on the End of Course, End of Grade testing. Due to the majority of students experiencing academic challenges and behavior/emotional traumas, Thomas Academy is graded as Low Performing. Changing the status to an Alternative School, we would be graded on student growth rather than test scores. The method of grading would be the only changes in Thomas Academy's status. We would not be listed as an Alternative School, nor would our state report card reflect this change. Dr. Simmons stated that he felt this designation change is the best approach to removing the Low Performing status Thomas Academy is now under.

Motion was made by Larry Hewett, second by Sheila Boles that the Thomas Academy Board request the Office of Charter Schools begin this process. The motion passed. A letter to the Office of Charter Schools will be prepared and mailed along with a copy of the November minutes.

Being no further business the meeting was adjourned.