

Nature Coast Middle School
Board of Directors Meeting
March 27, 2017
Minutes

Members present: Charles Bowe, Tonya Keels, Daniel Driver, Julie Ward, George Farrow (non-voting consultant) Demita Anderson (non-voting PTO rep.)

Members absent: Jody Woods, Robert Donet

Guest Present: Allison Hord

In the absence of Jody Woods, Charles Bowe called the meeting to order at 4:00 PM.

Secretary's Report – The minutes for the December 6, 2016 meeting were read and approved.

Treasurer's Report – Mr. Farrow shared the February financial statement. He indicated that the budget seemed to be looking very much on target. He emphasized that Mr. Bowe was doing an excellent job of holding spending to a minimum. He reported that over \$12,000 of Title I monies had come through in February. Mr. Bowe said he was continuing to submit requests for the remaining funds available. The treasurer's report was approved.

School Report – Mr. Bowe reported that:

- 1) **Enrollment** – Mr. Bowe reported that our current enrollment stands at 68 students. One of the goals for next year's enrollment is to have a 6th grade class of 30 students. By doing this and keeping each incoming class large, the school could build back up to the enrollment needed to sustain all the programs we want to have for our students.
- 2) **Ankle Injury** – Mr. Bowe shared with the board the details of an ankle sprain he received while on duty in PE class. He said he went to the doctor and eventually it has healed. He did not apply for any workman's comp or other school insurance for the accident.
- 3) **Testing** – Mr. Bowe gave details regarding the State testing schedule for our students. The writing tests have already been completed and the Reading and other scheduled tests will begin on the 10th of April. Because the tests are all on line, the testing process takes much longer than in the past. Also, the staff must give pre-test to all students to make sure they are familiar with the testing format, etc.

New Business –

- 1) **Budget Revision** – Mr. Farrow shared a revised budget based on 68 students with 24 ESE students. By comparing the amount of each line item spent by January 31 with predictions he was able to adjust the figures for the revised budget for the remainder of the school year. He felt that this was a very realistic budget which, barring unforeseen expenses, should allow us a modest positive gain by the end of the fiscal year of about \$5,000. After some discussion the revised budget was approved for the 2016-17 school year.

- 2) **Evaluations** – Mr. Farrow reminded the board that it was time for the annual Director’s evaluation for the year. He volunteered to organize and share the results of a staff survey with the Board. He also volunteered to be responsible for the parent feedback survey for all teachers and staff. The Board voted unanimously to accept Mr. Farrow’s offer.
- 3) **Cell Phone Use** – Mr. Driver brought up concerns regarding social media and cell phone use by students at the school. He noted that the use of cell phones and social media by teens has created a lot of problems for school administrators in general. He wanted to know what kinds of problems were happening at our school and should the school have a more strict policy on the use of cell phones. This led to a discussion on how best to handle issues.

Ms Hord expressed that she has had an enthusiastic response from students as she has used programs which allow the students to use their cell phones in class for class activities where she can actually monitor their writing and responses as they are working on their phones. Those without phones use the class room computers for the same process.

Mr. Bowe indicated that the best way to deal with students and cell phone use is simply to monitor and deal directly with any who are misusing their phones. Some of the teachers and aides have the students leave their cell phones with the adult in charge while going to the restroom or office. This prevents students from using the phones inappropriately when out of the classroom. Mr. Bowe mentioned that what students are doing after school on social media needs to be monitored by parents and his only point of intervention would be when it comes to his attention that certain posts are inappropriate and interfering with the educational process at the school. The general consensus seemed to be that the present standards were working quite well at the school and no further policies were needed at this time.
- 4) **Potential Board Members** – It was emphasized again that we currently only have four voting board members and it would be good to have five to seven to operate at our best. Everyone was encouraged to continue to watch for supportive professional people who would consider serving on the board.
- 5) **Next Board Meeting** – Mr. Farrow mentioned the dates for the regularly scheduled quarterly board meetings for 2017. They are scheduled for the first Tuesday after the first Monday for every third month. The dates for these meetings are **June 6th, September 5th, and December 5th**. Mr. Bowe requested that we reschedule the June meeting since that was his vacation week. The next regularly scheduled board meeting is for **June 13th at 4:00 PM**. It is understood that should another meeting need to be scheduled it can be done as long as adequate notice of such a meeting is published.

Adjournment – With no further business the meeting was adjourned at 5:05 PM.

Submitted by: George Farrow, Board Secretary.