

**Quality Education Academy (QEA)
Board Meeting Minutes
February 8, 2021
Meeting took place via Zoom**

Members Present:

Chairman-Dr. Jefferson Caruthers, Jr
CEO - Tonya Bellanger
James Gadson
Walter Weathers
Adolphus Coplin
Roy Oliphant
Dr. Kendra March
Ronald Jessup

Absent Members:

John Foxworth
James Covington

Staff (S) / Parents (P)/ Visitors (V):

Tamara Turner (S) N. Jackson (P)

Welcome

The QEA meeting was called to order at **6:00pm**. It was determined that a quorum of Board Members was present, as a result, the meeting proceeded. The Chairman asked if there was anything in tonight's agenda that would present a conflict of interest to any of the attending Board Members. No one stated any conflict of interest. He then asked if any of the attending Board Members had anything they wish to add to tonight's agenda. There were no additions made to the agenda. The Chairman called for the reading of our mission, vision, and core values. These statements were read by Ms. Adams.

Reading and approval of the November 9, 2020 and January 11, 2021 Board Meeting Minutes

After allowing Board Members an opportunity to read over the minutes from the previous November 9, 2020 and January 11, 2021 Board Meetings, the Chairman called for a motion to receive and adopt the minutes into public record. Mr. Coplin made a motion to receive the minutes into public record with proper correction, if there be any and Mr. Gadson seconded the motion. The motion was put through using the roll call method. The motion carried unanimously. There were no noted corrections to be made.

Public Comment

There was no Public comment.

From the Chairman

The Chairman stated he would like to express his continued thanks to all staff, faculty, and the CEO for the way they have kept everyone protected and safe throughout the pandemic and he looks forwards to moving ahead into a more progressive season.

Old Business

The Chairman asked Mrs. Bellanger if Attorney Bowens has generated any updates with the policy for use of the facilities during a National Health Crisis or Pandemic Situation and Mrs. Bellanger stated there are no updates at this time.

New Business

There was no new business.

Chief Executive Officer's Report

The CEO addressed the Board in the following areas:

Academic

Mrs. Bellanger informed Board Members all instruction continues virtually at this present time. End of Course Testing for Fall High School Courses begin today Monday, February 8th. Currently, we are preparing for our return to in-person instruction on Monday, February, 15th. Upon returning in-person, we will complete 3rd grade Beginning-of-Grade testing and testing for ESL Students. Additionally our annual Bestowal of Blessings program is scheduled for Thursday, February 25th. The event will be virtual this year.

Operations

Mrs. Bellanger told Board members QEA continues to follow all DHHS and NCDPI guidelines for daily operation. All staff must complete a Health Attestation Form on a weekly basis and all forms must be completed prior to staff entering the buildings on Monday morning. All scholars returning for in-person instruction must also submit a Health Attestation Form prior to returning to the building. Health screening questions will be asked daily during scholars drop off. Currently, we have 320 scholars returning to In-Person Instruction, 213 Scholars who will remain remote, and 146 scholars who are still undecided, however, this number will change as the week progresses.

Enrollment/Staffing

Mrs. Bellanger informed Board members that as of January 31, 2021 we have a net loss of 9 scholars, we have a gain of 5 new enrollees and a total of 14 withdrawals. The current total enrollment is 686. Staffing remains at 100 employees. We had one new hire and one termination as of January 31, 2021.

Financial

Mrs. Bellanger distributed a copy of the December Financial report. She notified Board members the PPP Loan Forgiveness Application has been submitted and is currently awaiting review. Mrs. Bellanger also informed Board members we will be mailing the Financial Audit Booklet for the fiscal year ending June 30, 2020 to each member by the end of the week. Upon ending her report Mrs. Bellanger gave Board members an opportunity to ask any questions they may have regarding the finance report.

The Chairman called for a motion to receive the CEO's report and the financial report. Mr. Gadson made a motion to receive the CEO's report and the financial report. Dr. March seconded the motion. The vote was put through using the roll call method. The motion carried unanimously.

Adjournment

The Chairman called for a motion to adjourn. Mr. Oliphant made a motion to adjourn. Mr. Weathers seconded the motion. The vote was put through using the roll call method. The motion carried unanimously. The meeting was adjourned at 6:41 PM.

Announcement

The next Quality Education Academy Board meeting is scheduled for **Monday, March 8, 2020 at 6:00 PM**. A notification to all Board Members will be sent prior to the scheduled meeting. A copy of the previous month's minutes will be emailed to all Board Members in addition to the meeting notification.

Upcoming Board Meetings:

Monday, March 8, 2021

Monday, April 12, 2021

Monday, May 10, 2021

Minutes recorded by **S. Adams**