

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

**Members Present:**

CEO Tonya Bellanger  
Ron Jessup  
James Gadson  
Adolphus Coplin  
Roy Oliphant  
Walter Weathers  
James Covington

**Absent Members:**

Chairman Dr. Jefferson Caruthers  
John Foxworth  
Dr. Kendra March

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

Mrs. A Booth-Horton (S)

**Welcome**

The QEA meeting was called to order at 6:07 pm. Mr. Oliphant served as the presiding Chairman in the absence of Dr. Caruthers. It was determined a quorum of Board Members was present, thus, the meeting continued. Mr. Oliphant proceeded by asking if there was anything in tonight's agenda that would present a conflict of interest to any of the attending Board Members. There was no conflict of interest stated by any of the attending Board Members. He also asked Board Members if there would be any additions to tonight's agenda. There were no additions to the agenda. Mr. Oliphant called for the reading of our mission, vision, and core values statements. These statements were read by the CEO Ms. Bellanger.

**Review and approval of the October 11, 2021 Board Meeting Minutes**

Mr. Oliphant gave Board members an opportunity to review the Board Meeting Minutes from the previous October 11, 2021 Board Meeting. He then called for a motion to receive the minutes into the public record. Mr. Gadson made a motion to receive the October 11, 2021 Board Meeting Minutes into public record with proper correction if any is needed. Mr. Jessup seconded the motion. The vote was put through using the roll call method. The motion carried unanimously.

**Public Comments**

There were no public comments.

**From the Chairman**

Mr. Oliphant said on behalf of the Chairman and the Board, he would like to commend both the CEO and staff for the level of commitment shown to our scholars during these difficult and challenging times. He added we are looking forward with great anticipation to a time when we can move past all of the chaos.

## **Old Business**

Mr. Oliphant called for old business. Ms. Bellanger stated the Board needs to revote on the monthly mask mandate. Ms. Bellanger said it is her recommendation that we continue with the mask mandate that we currently have in place. This mandate consists of requiring both staff and scholars to wear masks at all times when they are inside the buildings. Everyone must also practice sanitizing, hand washing, and maintaining a safe distance. Ms. Bellanger added these precautions are proving to be effective in reducing the spread of the virus as we have not had to quarantine a class since early August. Mr. Oliphant called for a motion to revote on the mask mandate. Mr. Gadson made a motion to approve the mask mandate that we currently have in place. Mr. Weathers seconded the motion. The vote was put through using the roll call method. The motion carried unanimously.

## **New Business**

Mr. Oliphant informed Board members that the committee for budget and lease/rental contracts still has not been able to meet however, hopefully, they will meet prior to the end of the second quarter which will be December 31, 2021.

## **Chief Executive Officer's Report**

The CEO addressed the Board in the following areas:

### **Academic**

Ms. Bellanger informed Board Members our current focus remains on the data analysis and student groupings for small group instruction. She also informed Board Members that our after-school tutoring sessions will begin this month.

### **Operational**

Ms. Bellanger notified Board members of some of the important events taking place throughout the month:

- Our annual Legacy Banquet took place on Saturday, November 6, 2021. Ms. Bellanger thanked those Board Members who attended the program and let them know that their presence was greatly appreciated
- Veteran's Day is Thursday, November 11, 2021 - no school for scholars or teachers
- Friday, November 12, 2021 - In-school mental health day for scholars and teachers; activities are planned for social-emotional support of scholars and staff
- Thanksgiving Holiday - Wednesday, November 24, 2021 – Friday, November 26, 2021
- Winter Sports Season started on Thursday, November 4, 2021 - JV Men, Varsity Women, and Varsity Men basketball team

### **Enrollment**

QEA's student enrollment remains at 631. We have had a total of 14 students transfer out and a total of 14 new enrollees.

### **Staff**

QEA has a staff count of 103 as of October 31, 2021. One staff member resigned and 1 new hire in the middle school. Ms. Bellanger shared with Board Members that QEA

currently has two open positions that need to be filled - High School English and High School Math

Before moving into the financial portion of her report, Ms. Bellanger informed the Board about a partnership with High Point University School of Education in order to provide an In-House Licensure Program for QEA staff. This program will allow for staff members who are not fully licensed to take classes here on QEA's campus. This is a 4-semester program and staff who complete will be eligible for their NC Standard Professional Initial License. Upon completion of the program, teachers will have to commit to remaining employed for a 3-year period of teaching at QEA.

### **Financial**

Ms. Bellanger reviewed the Financial Report for September 2021. She informed Board Members that more funding will be coming out of the budget on the Federal level beginning November 1, 2021. She also told Board Members funds for the NCACCESS grant will appear on the next budget report.

Ms. Bellanger then shared the fact that all across North Carolina and the nation there is a shortage of teachers, academic support staff, custodial staff, school nutrition staff, and central office staff. She said it has been a difficult adjustment for students and many staff members to make the transition back to in-person learning. Many QEA staff members have gone above and beyond to help students as well as other staff during this adjustment period. To show her appreciation to the staff, Ms. Bellanger would like to propose a staff retention bonus to be paid to all staff members of Quality Education Academy who have remained employed with the school from July 2021 through October 2021. The amount of this bonus will be \$2,500 per employee. The funding source will be the ESSER III Emergency Relief. Ms. Bellanger feels this monetary compensation would be a morale booster for our employees and that it would also encourage our employees to remain committed to their employment with QEA. After a brief discussion by Board Members, Mr. Covington offered a motion to approve the CEO's proposal to give each employee of Quality Education Academy a retention bonus. Mr. Gadson seconded the motion. The motion was put through using the roll call method. The motion carried unanimously.

Before closing, Ms. Bellanger said she would like to mention that while maintaining the lawn, the groundskeeper discovered some erosion on the soccer field (where we have had heavy rain and snow over the years, the ground has begun to cave in). Ms. Bellanger said this could become a liability so we will have to make provisions to fix this problem to ensure that the grounds are safe.

Mr. Oliphant asked if there were any questions. There were no questions. Mr. Oliphant called for a motion to receive the CEO's report and the finance report. Mr. Coplin made a motion to receive the CEO's report and the finance report. Mr. Jessup seconded the motion. The vote was put through using the roll call method. The motion carried unanimously.

### **Governance Policies**

There were no policies to update at this time.

**Adjournment**

With no further business, Mr. Oliphant called for a motion to adjourn. Mr. Weathers made a motion to adjourn and Mr. Jessup seconded the motion. The motion was put through using the roll call method. The motion carried unanimously. The meeting was adjourned at 6:45 PM.

**Announcement**

The next Quality Education Academy Board meeting is scheduled for Monday, December 13, 2021 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.

Minutes recorded by S. Adams