

**MEETING OF THE BOARD OF DIRECTORS
OF THE CARTER G. WOODSON SCHOOL, INC.**

JULY 2024

No Meeting is Scheduled

MEETING OF THE BOARD OF DIRECTORS
OF THE CARTER G. WOODSON SCHOOL, INC.

AUGUST 2024

No Regular Meeting was Scheduled

*The Annual Board and Staff Retreat/Meeting
Was Held August 5 and 6, 2024*

**MEETING OF THE BOARD OF DIRECTORS
OF THE CARTER G. WOODSON SCHOOL, INC.
VIA ZOOM ONLY**

September 9, 2024

MINUTES

**Kenneth Love, Board Chair
Presiding**

<u>BOARD MEMBERS PRESENT</u> Kenneth Love, Esq. Hazel Mack, Esq. Dr. Thomas Coaxum Nelson Malloy Ariana Vargas Olivares	<u>BOARD MEMBERS ABSENT</u> Hon. Denise Hartsfield Jeffrey Baldwin
<u>CGW SCHOOL ADMINISTRATION, FACULTY & STAFF</u> Darlene Steele, Senior Executive Director Debra Gaines, Principal Dr. Celene Mais, Dean of Instruction Rasheeda Shankle, Development & Marketing Consultant LaShawna Lindsay, Financial Coordinator Shirley Fulp-Causser, Corresponding/ Recording Secretary to the Board and K-5 SEL Teacher	<u>CONTRACTORS & OTHER STAKEHOLDERS</u> Aynn Daniels, CGW Compliance Consultant

- I. CALL TO ORDER AND WELCOME.** The board chair called the meeting to order *circa* 6:00 PM.
- II. DIRECTORS' ROLL CALL (QUORUM).** At roll call, five out of seven directors were present, thus establishing a quorum for meeting purposes.
- III. ETHICS ACKNOWLEDGEMENT.** Upon acknowledging the ethics responsibility, no conflict of interest was announced by any director.
- IV. AGENDA REVIEW.** The directors approved the agenda as written. Mr. Love introduced and welcomed Carter G. Woodson School's new leadership team.
- V. REVIEW MINUTES OF JUNE 10, 2024.** Ms. Mack made a motion that the minutes of June 10, 2024 be approved as written. Dr. Coaxum seconded the motion, and it was carried.
- VI. ADMINISTRATIVE REPORTS—Darlene Steele and Department Heads**
 - A. CGWS Financial Report.** Director Steele gave an overview of the school's current financial status. The current budget is being analyzed by Charter Success Partners. However, changes are being analyzed by the administrative staff and board finance

committee for continuing internal control and high-level scrutiny. All financial aspects, including federal and other grant funds, expenses, revenue, and allocations were summarized. Deadline(s) for December 31, 2024 were also noted. Department heads and staff are being kept apprised of budgetary concerns and protocols for prioritizing and utilizing funds. A federal grants team—Darlene Steele, LaShawna Lindsay, Debra Gaines, and Aynn Daniels—has been designated.

B. Employee Handbook. Dr. Coaxum moved that the board approve the Employee Handbook as presented. Ms. Mack seconded the motion, and it was carried.

C. Student Transportation. 325 students currently ride the school buses. Routes, number of current buses vs. number needed, and costs are being closely reviewed.

D. Debra Gaines, Principal Reporting.

- Total student enrollment for 2024-25 is 496, and applications are still coming in.
- Accountability Results. Testing results for the 2023-24 showed that all subgroups of students exceeded growth in math and met growth in reading. CGWS is no longer in school improvement due to low performance rating in 2022-23, but not in 2023-24. The statutory requirement is that two years of accountability must be considered. For 2024-25, CGWS accountability team has set a minimum of 85 points.
- Professional Development and Student Performance. Ms. Gaines explained the professional development program and how it resulted in greater teacher proficiency that in turn gave rise to growth for students.

E. Celene Mais, Dean of Instruction, Reporting.

- Professional Learning Community (PLC) sessions and classroom observations are occurring in several areas.
 - ✓ PLC conferences occur twice per week.
 - ✓ A teacher academy, funded by federal funds carried over from last year is provided for teachers of 3 years or less experience.
 - ✓ A peer observation process whereby senior teachers mentor the younger teachers during their planning times is also in place. This tool forms a stronger teacher community.

Parents are an integral part of the PLC to help them to understand how their students are being taught and how the family may help. Senior teachers who wish to benefit from the teacher academy may do so.

VII. POLICY REVIEW—Aynn Daniels, Compliance Consultant.

A. Parents' Bill of Rights. Ms. Daniels presented the Parents' Bill of Rights that was approved by the NC State Senate on August 23, 2024.

B. Parents' Guide to Student Achievement.

The CGWS board's executive committee reviewed and edited these two documents prior to the full board review. Ms. Mack made a motion that the board approve these two documents. Dr. Coaxum seconded the motion, and it was carried.

C. Parental Leave Opt-In. Ms. Mack made a motion that the board opt-in. Mr. Malloy seconded the motion, and it was carried.

D. Prayer Certification. The board agreed that CGWS will adhere to the state statute and will adhere to a single set of assurances within the federal grant. Ms. Mack made a motion that the board approve the certification and assurances. Dr. Coaxum seconded the motion, and it was carried.

E. Performance Framework. Ms. Daniels and Ms. Gaines briefly discussed the state's performance framework review. Ms. Mack made a motion that the board approve the process for the performance network review. Mr. Malloy seconded the motion, and it was carried.

VIII. SUSPENSION OF REGULAR MEETING AND OPENING OF CLOSED SESSION.

Ms. Mack moved that the board suspend the regular meeting and go into closed session. Ms. Olivares seconded, and the motion was carried.

The closed session was necessary to prevent the disclosure of information that is privileged or confidential pursuant to the laws of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the NC General Statutes. § 143-318.11(a) (1).

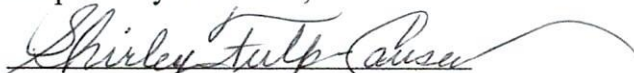
ADJOURNMENT OF CLOSED SESSION. At the end of the deliberation in closed session, Ms. Mack moved that the closed session be adjourned. Ms. Olivares seconded the motion, and it was carried. The closed session ended at 8:02 PM.

RESUMPTION OF REGULAR SESSION.

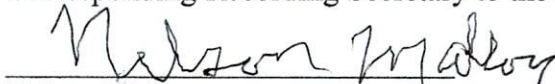
The board resumed the regular session to discuss the Student/Parent Handbook. Upon discussion, the board agreed that Ms. Steele will further review the handbook, make changes, and resubmit for the board to review. No further discussion occurred.

ADJOURNMENT. Mr. Mr. Love moved to adjourn the meeting. Ms. Mack seconded the motion, and it was so carried. The meeting adjourned at 8:05 PM.

Respectfully submitted,


Shirley Fulp-Causar

Corresponding/Recording Secretary to the Board of Directors


Nelson Malloy
Board Secretary

**MEETING OF THE BOARD OF DIRECTORS
OF THE CARTER G. WOODSON SCHOOL, INC.
VIA ZOOM ONLY**

October 14, 2024

MINUTES

**Kenneth Love, Board Chair
Presiding**

<u>BOARD MEMBERS PRESENT</u>	<u>BOARD MEMBERS ABSENT</u>
Kenneth Love, Esq. Hazel Mack, Esq. Dr. Thomas Coaxum Nelson Malloy	Ariana Vargas Olivares Hon. Denise Hartsfield Jeffrey Baldwin
<u>CGW SCHOOL ADMINISTRATION, FACULTY & STAFF</u>	<u>CONTRACTORS & OTHER STAKEHOLDERS</u>
Darlene Steele, Senior Executive Director Debra Gaines, Principal Dr. Celene Mais, Dean of Instruction Rasheeda Shankle, Development & Marketing Consultant LaShawna Lindsay, Financial Coordinator Jamila Lindsay, HS ELA Teacher Xiomara Smith, MS Science Teacher Nakeia Morgan, 2 nd Grade Teacher Shirley Fulp-Causser, Corresponding/ Recording Secretary to the Board and K-5 SEL Teacher	Aynn Daniels, CGW Compliance Consultant

- I. CALL TO ORDER AND WELCOME.** The board chair called the meeting to order *circa* 6:06 PM.
- II. DIRECTORS' ROLL CALL (QUORUM).** At roll call, four out of seven directors were present, thus establishing a quorum for meeting purposes.
- III. ETHICS ACKNOWLEDGEMENT.** Upon acknowledging the ethics responsibility, neither director announced a conflict of interest.
- IV. AGENDA REVIEW.** The directors approved the agenda as written.
- V. REVIEW MINUTES OF SEPTEMBER 9, 2024.** Ms. Mack made a motion that the minutes of September 9, 2024 be approved as written. Dr. Coaxum seconded the motion, and it was carried.
- VI. BOARD COMMITTEE REPORTS.** The board chair announced that no committee reports are to be made at this time.

VII. ADMINISTRATIVE REPORTS—Darlene Steele and Department Heads.

A. Highlights of Ms. Steele's report follow:

- **Financial Accounting Services.** CGWS administration is currently consulting with Prestige Accounting Services about serving CGWS's in the near future. Prestige has long-time experience in providing comprehensive accounting services to public charter and independent schools of choice across the country.
- **CGWS Transportation Program.** Two new buses are up and running, with an additional new bus projected to be available within the next week or so. Administration is working with staff on greater efficiency with routes. A new mechanical vendor is being sought.
- **IT Department Needs.** An experienced IT specialist is being sought.
- **Facilities.** Needs for facility maintenance are being assessed; some repairs are scheduled and/or under way.
- **All-Employee Mandatory Professional Development.** Effrainguan Muhammad (conflict resolution services) and Arlene Glasco (HR) conducted an interactive training on conflict resolution.
- **Security.** CGWS has contracted with a security company for services to be rendered during the mornings with students who arrive early and for greater support during sports events.
- **Additional Employee Needs.** Administration is looking to hire an additional facility staff person, an EC teacher, a nutrition director, and two or three teacher assistants.

B. Debra Gaines, Principal's Report

- **Teacher Academy** has begun for greater training and support for teachers who are newer to the profession. Older teachers may also participate in the academy.
- **An instructional life skills** person is being sought.
- **The student academic tutoring schedule** has been modified to an afternoon rather than morning schedule for mathematics and reading comprehension skills, as well as multilingual skills.

C. Celene Mais, Dean of Instruction, Reporting. Dr. Mais reported that the K-8 diagnostic tests have been completed, as occurs at the beginning of each school year. Data for grades 3 thru 8 will be ready by November. The Pre-ACT for 10th graders was completed. The 11th grade students sat for the PSAT on October 8th. They are preparing now for the PSAT. Testing data will be reported to the board as soon as they are available.

VIII. POLICY REVIEW—Aynn Daniels, Compliance Consultant. Ms. Daniels highlighted the status to date of five or six federal grants on which she is awaiting confirmations of approval. Additional grant application edits are being completed. She is pursuing a total of

approximately \$500,000 in non-state and federal grant funding from other sources. Administration and Ms. Daniels are also carefully reviewing the availability of undesignated/discretionary funds. Ms. Causer is to provide any necessary board member information for reporting purposes.

IX. EFFRAINGUAN MUHAMMAD, Community Solutions LLC, highlighted the report that he submitted.

- Mr. Muhammad emphasized that his areas of service include preventive as well as restorative interventions giving rise to a better re-entry plan for students and their parents.
- Mr. Muhammad is now working also with a pilot peer-to-peer mediation program with 7th and 8th grade students. Ms. Daniels, Ms. Gaines, and Mr. Muhammad drafted a grant funded by the Winston-Salem Foundation to support the program which utilizes a visual arts base. Evidence shows that over 92% of students in the program have had no incidents of misbehavior during the pilot program. Plans are to expand participation to 9th grade students, and to expand the visual arts media to include drama and literacy development.

X. SUSPENSION OF REGULAR MEETING AND OPENING OF CLOSED SESSION.

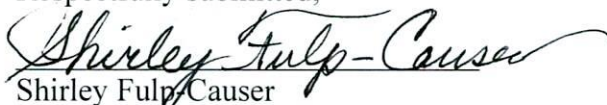
The board chair moved that the board suspend the regular meeting and go into closed session. Dr. Coaxum and Ms. Mack both seconded, and the motion was carried.

XI. OPENING OF CLOSED SESSION, circa 6:56 PM. The closed session was held to prevent the disclosure of information that is privileged or confidential pursuant to the laws of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the NC General Statutes. § 143-318.11(a) (1).

XII. ADJOURNMENT OF CLOSED SESSION. Ms. Mack moved that the board come out of closed session. Dr. Coaxum seconded the motion, and it was carried. The closed session ended *circa* 7:30 PM.

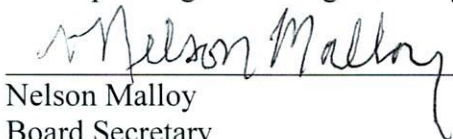
XIII. RESUMPTION OF REGULAR SESSION. No pending matters of discussion existed. Therefore, Ms. Make made a motion to close the board meeting. Dr. Coaxum seconded the motion, and it was so carried. The meeting adjourned at 7:32 PM.

Respectfully submitted,



Shirley Fulp-Causer

Corresponding/Recording Secretary to the Board of Directors



Nelson Malloy

Board Secretary

**MEETING OF THE BOARD OF DIRECTORS
OF THE CARTER G. WOODSON SCHOOL, INC.
VIA ZOOM ONLY**

November 18, 2024

MINUTES

**Kenneth Love, Board Chair
Presiding**

<u>BOARD MEMBERS PRESENT</u>	<u>BOARD MEMBERS ABSENT</u>
Ariana Vargas Olivares Kenneth Love, Esq. Hazel Mack, Esq. Dr. Thomas Coaxum Nelson Malloy	Hon. Denise Hartsfield Jeffrey Baldwin
<u>CGW SCHOOL ADMINISTRATION, FACULTY & STAFF</u>	<u>CONTRACTORS & OTHER STAKEHOLDERS</u>
Darlene Steele, Senior Executive Director Debra Gaines, Principal Dr. Celene Mais, Dean of Instruction Stacey Morris, 4th Grade Teacher Antonio Rattley, Student Services Shirley Fulp-Causser, Corresponding/ Recording Secretary to the Board and K-5 SEL Teacher	Rasheeda Shankle, Development & Marketing Consultant Aynn Daniels, CGW Compliance Consultant

- I. CALL TO ORDER AND WELCOME.** The board chair called the meeting to order *circa* 6:02 PM.
- II. DIRECTORS' ROLL CALL (QUORUM).** At roll call, five out of seven directors were present, thus establishing a quorum for meeting purposes.
- III. ETHICS ACKNOWLEDGEMENT.** Upon acknowledging the ethics responsibility, neither director announced a conflict of interest.
- IV. AGENDA REVIEW.** The directors approved the agenda as written.
- V. REVIEW MINUTES OF OCTOBER 14, 2024.** Ms. Mack made a motion that the minutes of October 14, 2024 be approved as written. Ms. Vargas seconded the motion, and it was carried.
- VI. BOARD COMMITTEE REPORTS.** The board chair announced that no committee reports are to be made at this time.
- VII. SELECTION PROCESS FOR NEW BOARD MEMBERS.** The board discussed its new selection process for recruiting new board members. See the email from Ms. Mack. A special meeting will occur in December 2024 to compile a list of nominees. Decisions on nominees

will be made by January 2025. Communications with nominees will begin thereafter whereby nominees will receive a letter with preliminary board information and an invitation to attend open board meetings. Decisions will be finalized at the annual board meeting in March 2025.

VIII. COMBINED ADMINISTRATIVE REPORTS

- A. The combined written report was submitted in the board packet. Executive Director Steele's report included financial data at October 31, 2024. She announced that CGW's accounting services will be handled by Prestige School Solutions beginning January 2025. She also announced three new initiatives as CGW.
1. An Engagement Transformation Team with Ms. Daye Brake, the CEO/Founder of Daye Brake Consulting to guide in creating a more collaborative, inclusive school environment where every member of our community is truly seen, heard, and valued.
 2. A revised policy containing alternative discipline guidelines.
 3. An Eagles Team of non-classroom professionals for more constructive conflict resolution practices and restorative processes for students and their families..
- B. Ms. Gaines, Principal, explained CGW's process for EOG/EOC proficiency and readiness according to her data analysis. She also informed that CGW will be a designated site for the Freedom School in 2025.
- C. Ms. Mais provided a summary and overview of K-8 check-in scores in reading and math. She and Ms. Gaines have been working diligently with teachers in the classrooms in observations and in assisting them in enhancing their teaching strategies for learning improvement. CGW administrators and board give kudos to the academic team and to the teachers for their hard work in the classrooms as evidenced in NC check-ins.
- D. Departmental Reports.** Written summaries were provided on the activities and progress of the following departments: student services, transportation, information technology, facilities, human resources, security, child nutrition, and academics. Mr. Rattley reported in person on student services' development and activities.
- E. An All-employee mandatory professional development session was led during the month by Effrainguan Muhammad (Community Solutions, LLC) and Arlene Glasco (HR) on conflict resolution.

IX. Aynn Daniels, Compliance Consultant. Ms. Daniels reported on the following matters:

- The audit report for year-ended June 30, 2024 was received during the past week. To meet the deadline for submission, the CGW board needs to review it and approve it promptly. The board consented to do so and to send its individual votes of approval via email.
- A grant application for transportation costs is being drafted.

- CGW's enrollment policy has not materially changed for several years but has been recently reviewed to ensure that any necessary changes are complete. She explained the lottery process in detail. The board approved the policy by consensus.

X. SUSPENSION OF REGULAR MEETING AND OPENING OF CLOSED SESSION.

Ms. Mack moved that the board suspend the regular meeting and go into closed session. Ms. Vargas Olivares seconded, and the motion was carried.

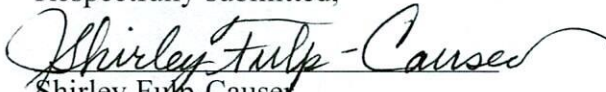
XI. OPENING OF CLOSED SESSION, *circa* 7:01 PM.

- A. To prevent the disclosure of information that is privileged or confidential pursuant to the laws of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the NC General Statutes. § 143-318.11(a) (1).
- B. To prevent the disclosure of information that is privileged and confidential pursuant to NC Gen. Stat. §143.318.11(a)(1).

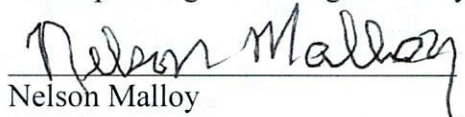
IX. ADJOURNMENT OF CLOSED SESSION. Dr. Coaxum moved that the board come out of closed session. Ms. Mack seconded the motion, and it was carried. The closed session ended *circa* 8:04 PM.

X. RESUMPTION OF REGULAR SESSION. No pending matters of discussion existed. Therefore, Ms. Mack made a motion to adjourn the board meeting. Dr. Coaxum seconded the motion, and it was so carried. The meeting adjourned at 8:05 PM.

Respectfully submitted,


Shirley Fulp-Causser

Corresponding/Recording Secretary to the Board of Directors


Nelson Malloy
Board Secretary

**MEETING OF THE BOARD OF DIRECTORS
OF THE CARTER G. WOODSON SCHOOL, INC.**

DECEMBER 2024

No Meeting is Scheduled

**MEETING OF THE BOARD OF DIRECTORS
OF THE CARTER G. WOODSON SCHOOL, INC.
VIA ZOOM ONLY**

January 13, 2025

MINUTES

**Kenneth Love, Board Chair
Presiding**

BOARD MEMBERS PRESENT

Kenneth Love
Hazel Mack
Dr. Thomas Coaxum
Ariana Vargas Olivares

BOARD MEMBERS ABSENT

Nelson Malloy
Judge Denise Hartsfield
Jane McKim
Jeffrey Baldwin

**CGW SCHOOL ADMINISTRATION,
FACULTY & STAFF**

Darlene Steele, Senior Executive School Director
Debra Gaines, Principal
Karen Maddix, Director of EC Department
Stacey Morris, Faculty
Sophia Scarlett, Faculty
Jamila Lindsay, Faculty
Dwayne Walker, Security
Alitta Satchell, Executive Assistant

**CONTRACTORS & OTHER
STAKEHOLDERS**

Rasheeda Shankel, Development Director
Aynn Daniels, Compliance Consultant
Daye Brake, Transformation Consultant
Quiana Leggett Childress
Effrainguan Muhammad, EM Community
Solutions
Shirley Fulp-Causar, Corresponding/
Recording Secretary to the Board

- I. CALL TO ORDER AND WELCOME.** The board chair called the meeting to order at 6:00 PM.
- II. DIRECTORS' ROLL CALL (QUORUM).** At roll call, nine out of eight directors were present, thus establishing a quorum for meeting and voting purposes.
- III. ETHICS ACKNOWLEDGEMENT.** Upon acknowledging the ethics responsibility, no conflicts of interest were announced by any director.
- IV. AGENDA REVIEW.** The directors approved the agenda as written.
- V. BOARD COMMITTEE REPORTS.** No new committee reports were given.
- VI. COMPLIANCE CONSULTANT REPORT.** Ms. Daniels submitted a written report for the meeting. Highlights that she discussed are—
 - A. A transportation grant was submitted in December with reasonable expectation of approval.
 - B. Ms. Daniels explained the state requirements and criteria for school performance grades. CGW has a grade of "F" which has been announced to parents and is publicly displayed on the school's website.
 - C. A conflict of interest policy must be submitted to the state. Ms. Mack moved that the conflict of interest policy be approved as written. Dr. Coaxum seconded the motion, and it was carried.
 - D. NCDPI requires that schools have a school safety plan/state risk management program for each of its four buildings. Ms. Daniels is working with an architectural firm to draw up the

plans. The narrative of the safety plan is being crafted by the board, school administration, and legal official.

VII. ADMINISTRATIVE REPORTS

A. Darlene Steele submitted a written report; highlights follow:

- Ms. Steele presented the November 30, 2024 financial report that was prepared by Charter Success Partners, with discussion on a few line items.
- Classroom observations are being conducted for academic, cultural, and environmental content.
- Certain events and dates for 2024-2025 and 2025-2026 were mentioned.
- Personnel intent for employment will be distributed during the upcoming week.
- Safety updates for students and staff were mentioned.
- New Business included CGW participation at the upcoming Chronicle Prayer Breakfast and the CGW sponsorship of the upcoming Black Mental Health Summit.

B. Ms. Gaines, Dr. Mais, and Mr. Effrainguan Muhammad submitted written reports. Ms. Gaines discussed a few of the items that she and Dr. Mais are covering.

VIII. REVIEW OF MINUTES. Hazel Mack moved for the minutes of November 18, 2024 to be approved as written. Dr. Coaxum seconded the motion, and it was carried.

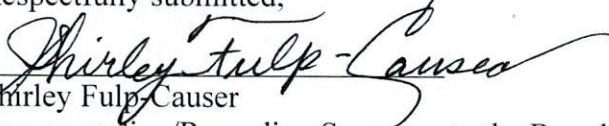
IX. ADJOURNMENT OF REGULAR MEETING. Ms. Mack moved for the regular meeting to be adjourned and the closed session to begin. Ms. Olivares seconded the motion, and it was carried.

X. OPENING OF CLOSED SESSION. The board chair asked for all non-board members to be excused. The closed session began at 7:00 PM. The purpose of the closed session was to prevent the disclosure of information that is privileged or confidential pursuant to the laws of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the NC General Statutes. § 143-318.11(1).

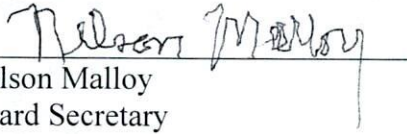
XI. ADJOURNMENT OF CLOSED SESSION. Ms. Mack moved for the closed session to adjourn. Dr. Coaxum seconded the motion, and it was carried to closure at 7:46 PM

XII. ADJOURNMENT OF THE MEETING. There being no further matters for discussion, Dr. Coaxum moved that the meeting be adjourned. Ms. Mack seconded the motion, and it was carried. An exhaustive discussion lead by Mr. Muhammad (see his summary provided with the board packet), Ms. Mack moved for the closed session to adjourn. Dr. Coaxum seconded the motion, and it was carried for closure at 7:47 PM.

Respectfully submitted,


Shirley Fulp-Causser

Corresponding/Recording Secretary to the Board of Directors


Nelson Malloy
Board Secretary

**MEETING OF THE BOARD OF DIRECTORS
OF THE CARTER G. WOODSON SCHOOL, INC.
VIA ZOOM ONLY**

February 10, 2025

MINUTES

**Hazel Mack, Esq.
Presiding**

BOARD MEMBERS PRESENT

Hazel Mack
Nelson Malloy
Dr. Thomas Coaxum
Judge Denise Hartsfield
Ariana Vargas Olivares
Jeffrey Baldwin

BOARD MEMBERS ABSENT

Kenneth Love
Jane McKim

**CGW SCHOOL ADMINISTRATION,
FACULTY & STAFF**

Darlene Steele, Senior Executive School Director
Debra Gaines, Principal
Celene Mais, Dean of Instruction
Ms. Smith, MS Faculty

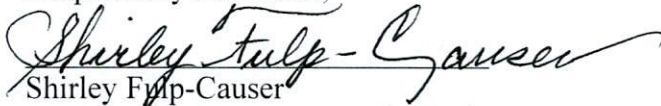
**CONTRACTORS & OTHER
STAKEHOLDERS**

Rasheeda Shankel, Development Director
Aynn Daniels, Compliance Consultant
Rev. Ford, SEL/Character Building
Shirley Fulp-Causar, Corresponding/
Recording Secretary to the Board

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- I. CALL TO ORDER AND WELCOME.** Ms. Mack called the meeting to order at 6:05 PM.
 - II. DIRECTORS' ROLL CALL (QUORUM).** At roll call, six out of eight directors were present, thus establishing a quorum for meeting and voting purposes.
 - III. ETHICS ACKNOWLEDGEMENT.** Upon acknowledging the ethics responsibility, no conflicts of interest were announced by any director.
 - IV. AGENDA REVIEW.** The directors added Aynn Daniels, CGWS Compliance Consultant, to the agenda to report, and then approved the rest of the agenda as written.
 - V. REVIEW OF MINUTES.** Upon board review of the minutes of January 13, 2025, Dr. Coaxum moved that the minutes be approved as written. Ms. Olivares seconded the motion, and it was carried.
 - VI. BOARD COMMITTEE REPORTS.** No committee reports were given.
 - VII. ADMINISTRATIVE REPORT.** Darlene Steele, senior executive director, submitted a written report. She discussed several items in open session and informed that some items would be reviewed in closed session. Notes from the principal and dean of instruction were also discussed.
 - VIII. COMPLIANCE MATTERS—Aynn Daniels, Consultant.** Ms. Daniels submitted a written report. She explained the revised Employee Background Check Policy at length, indicating that it contains all of the current components recognized by the State of North Carolina and the state, district, and local school authorities. Dr. Coaxum moved that the board approve the revised policy as reported by Ms. Daniels. Ms. Olivares seconded the motion, and it was carried.

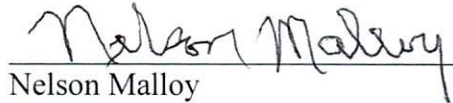
- IX. ADJOURNMENT OF REGULAR MEETING.** Dr. Coaxum moved for the regular meeting to be suspended for the purpose of going into closed session. Judge Hartsfield seconded the motion, and it was carried.
- X. OPENING OF CLOSED SESSION.** All non-board members were excused. The closed session began *circa* 6:30 PM. The purpose of the closed session was to prevent the disclosure of information that is privileged or confidential pursuant to the laws of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the NC General Statutes. § 143-318.11(1).
- XI. ADJOURNMENT OF CLOSED SESSION.** Judge Hartsfield moved for the closed session to adjourn and return to the regular session. Mr. Malloy seconded the motion, and it was carried.
- XII. ADJOURNMENT OF THE MEETING.** There being no further matters for discussion in open session, Dr. Coaxum moved that the meeting be adjourned. Judge Hartsfield seconded the motion, and it was carried. The meeting closed at 7:39 PM.

Respectfully submitted,



Shirley Fulp-Causser

Corresponding/Recording Secretary to the Board of Directors



Nelson Malloy

Board Secretary

**MEETING OF THE BOARD OF DIRECTORS
OF THE CARTER G. WOODSON SCHOOL, INC.
VIA ZOOM ONLY**

March 10, 2025

MINUTES

**Hazel Mack, Esq.
Presiding**

BOARD MEMBERS PRESENT

Hazel Mack, Esq.
Kenneth Love, Esq.
Dr. Thomas Coaxum
Nelson Malloy
Jane McKim
Jeffrey Baldwin

BOARD MEMBERS ABSENT

Judge Denise Hartsfield
Ariana Vargas Olivares

**CGW SCHOOL ADMINISTRATION,
FACULTY & STAFF**

Darlene Steele, Senior Executive School Director
Karen Maddix, EC Department Director
Jamila Lindsay, HS Faculty
Sophia Scarlett, ES Faculty
Ms. Smith, MS Faculty

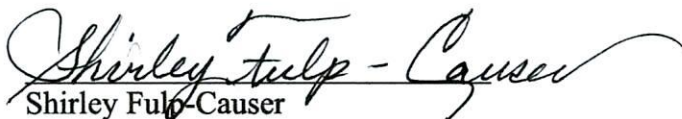
**CONTRACTORS & OTHER
STAKEHOLDERS**

Rasheeda Shankle, Development Director
Shirley Fulp-Causser, Corresponding/
Recording Secretary to the Board

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- I. CALL TO ORDER AND WELCOME.** Ms. Mack called the meeting to order at 6:10 PM.
- II. DIRECTORS' ROLL CALL (QUORUM).** At roll call, six out of eight directors were present, thus establishing a quorum for meeting and voting purposes. Ms. Mack and the board welcomed Mr. Love who joined the meeting shortly after roll call.
- III. ETHICS ACKNOWLEDGEMENT.** Upon acknowledging the ethics responsibility, no conflicts of interest were announced by any director.
- IV. AGENDA REVIEW.** The directors unanimously approved the agenda as written.
- V. REVIEW OF MINUTES.** Dr. Coaxum moved that the minutes of February 10, 2025 be approved as written. Mr. Malloy seconded the motion, and it was carried.
- VI. BOARD COMMITTEE REPORTS.** Representing the board's executive committee, Ms. Mack informed that the new board member recruitment process is underway. The annual meeting will occur in May 2025, with a specific date to be announced.

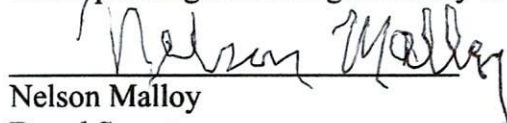
- VII. ADMINISTRATIVE REPORT.** Darlene Steele, senior executive director, submitted a written report. Director Steele reviewed financial matters in some detail. She highlighted several items—i.e., K-12 instructional matters going toward the year end, specific programs planned for summer, additional course offerings for high school, and funding to cover each program. Director Steele's report also highlighted written reports from Principal Debra Gaines and Instructional Director Celene Mais. She informed that some items would be reviewed in closed session. Several departmental reports were submitted in the board packet for its review.
- VIII. ADJOURNMENT OF REGULAR MEETING.** Dr. Coaxum moved for the regular meeting to be suspended for the purpose of going into closed session. Mr. Baldwin seconded the motion, and it was carried.
- IX. OPENING OF CLOSED SESSION.** All non-board members were excused. The purpose of the closed session was to prevent the disclosure of information that is privileged or confidential pursuant to the laws of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the NC General Statutes. § 143-318.11(1).
- X. ADJOURNMENT OF CLOSED SESSION.** Dr. Coaxum moved for the closed session to adjourn and return to the regular session. Mr. Baldwin seconded the motion, and it was carried.
- XI. ADJOURNMENT OF THE MEETING.** There being no further matters for discussion in open session, Dr. Coaxum moved that the meeting be adjourned. Mr. Baldwin seconded the motion, and it was carried.

Respectfully submitted,



Shirley Fulp-Causser

Corresponding/Recording Secretary to the Board of Directors



Nelson Malloy

Board Secretary

**MEETING OF THE BOARD OF DIRECTORS
OF THE CARTER G. WOODSON SCHOOL, INC.
VIA ZOOM ONLY**

April 14, 2025

MINUTES

**Hazel Mack, Esq.
Presiding**

BOARD MEMBERS PRESENT

Hazel Mack, Esq.
Hon. Denise Hartsfield
Dr. Thomas Coaxum
Nelson Malloy
Jeffrey Baldwin

BOARD MEMBERS ABSENT

Kenneth Love, Esq.
Ariana Vargas Olivares
Jane McKim

**CGW SCHOOL ADMINISTRATION,
FACULTY & STAFF**

Darlene Steele, Senior Executive School Director
Debra Gaines, Principal
Rita OTI, MS Faculty & Testing Coordinator
Antonio Rattley, Student Services

**CONTRACTORS & OTHER
STAKEHOLDERS**

Rasheeda Shankle, Development Director
Shirley Fulp-Causar, Corresponding/
Recording Secretary to the Board
Rev. Paul Ford, United Baptist Church
Rasheedah Bey, Social Media & Parent
Volunteer Coordinator

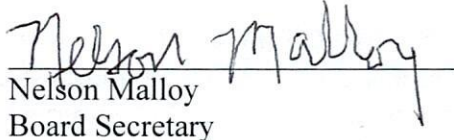
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- I. CALL TO ORDER AND WELCOME.** Ms. Mack called the meeting to order at 6:05 PM.
- II. DIRECTORS' ROLL CALL (QUORUM).** At roll call, six out of eight directors were present, thus establishing a quorum for meeting and voting purposes.
- III. ETHICS ACKNOWLEDGEMENT.** Upon acknowledging the ethics responsibility, no conflicts of interest were announced by any director.
- IV. AGENDA REVIEW.** The directors approved the agenda as written by unanimous consent.
- V. ADMINISTRATIVE REPORTS.**
- A. DARLENE STEELE, SENIOR EXECUTIVE DIRECTOR.** A brief report of administrative and department heads was given. Ms. Steele will have a detailed discussion during the closed session.
- B. YEAR-END EOG/EOC TESTING.** Ms. Gaines and Ms. Oti reviewed the end-of-grade/end-of-course (EOG/EOC) testing procedures and goals, and the re-administration plan required for the 2024-25 School year. Ms. Gaines further provided a conservative estimate of students' expected proficiency. Judge Hartsfield moved that the board accept and approve the 2024-2025 plan for re-administration of EOG and EOC tests. Dr. Coaxum seconded the motion, and it was carried.

- VI. REVIEW OF MINUTES OF MARCH 10, 2025.** Mr. Malloy moved that the minutes of March 10, 2025 be approved as written. Mr. Baldwin seconded the motion, and it was carried.
- VII. RASHEEDAH BEY'S REPORT.** Ms. Bey discussed the results of a detailed assessment on student retention. Ms. Bey, along with Mr. Rattley, reported that several students as well as parents provided input as to their interest or lack thereof to attend The Carter G. Woodson School. Some cultural differences were noted between the African American and Hispanic community. The African American population stated that the uniform policy is too rigid (i.e., business dressy) for them; they would like a more relaxed policy whereby the uniform is less formal and/or they can wear their own regular clothes. They also want a more diverse selection of extracurricular subjects whereby they have choices rather than those only designated by faculty. During the assessment, it appeared that African American students have more autonomy in family decision making about their school choices, whereby Hispanic parents are more autocratic in these decisions. The board asked Ms. Steele, Ms. Bey, and Mr. Rattley to recruit a student/parent focus group to conduct a detailed assessment on student retention and to report its findings and evaluation to the board as soon as possible.
- VIII. ADJOURNMENT OF REGULAR MEETING.** Mr. Malloy moved for the regular meeting to be suspended for the purpose of going into closed session. Dr. Coaxum seconded the motion, and it was carried.
- IX. OPENING OF CLOSED SESSION.** All non-board members were excused except for the administrators and stakeholder(s) who are participating in closed matters. The closed session began at 7:15 PM. The purpose of the closed session was to prevent the disclosure of information that is privileged or confidential pursuant to the laws of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the NC General Statutes. § 143-318.11(1).
- X. ADJOURNMENT OF CLOSED SESSION.** Judge Hartsfield moved for the closed session to adjourn and return to the regular session. Dr. Coaxum seconded the motion, and it was carried.
- XI. ADJOURNMENT OF THE BOARD MEETING.** There being no further matters for discussion in open session, Dr. Coaxum moved that the meeting be adjourned. Judge Hartsfield seconded the motion, and it was carried. The meeting adjourned at 8:24 PM.

Respectfully submitted,


Shirley Fulp-Causser

Corresponding/Recording Secretary to the Board of Directors


Nelson Malloy
Board Secretary

**MEETING OF THE BOARD OF DIRECTORS
OF THE CARTER G. WOODSON SCHOOL, INC.
VIA ZOOM ONLY**

May 12, 2025

MINUTES

**Hazel Mack, Esq.
Presiding**

BOARD MEMBERS PRESENT

Hazel Mack, Esq.
Kenneth Love
Jane McKim
Dr. Thomas Coaxum
Nelson Malloy
Jeffrey Baldwin

BOARD MEMBERS ABSENT

Hon. Denise Hartsfield
Ariana Vargas Olivares

**CGW SCHOOL ADMINISTRATION,
FACULTY & STAFF**

Darlene Steele, Senior Executive School Director
Alitta Satchell, Executive Assistant
Rita OTI, MS Faculty & Testing Coordinator
Xiomara Smith, MS Faculty
Antonio Rattley, Student Services

**CONTRACTORS & OTHER
STAKEHOLDERS**

Rasheeda Shankle, Development Director
Shirley Fulp-Causar, Corresponding/
Recording Secretary to the Board
Rasheedah Bey, Social Media & Parent
Volunteer Coordinator
Quiana Leggett, Potential Board Member

-
- I. CALL TO ORDER AND WELCOME.** Ms. Mack called the meeting to order *circa* 6:10 PM.
 - II. DIRECTORS' ROLL CALL (QUORUM).** At roll call, six out of eight directors were present, thus establishing a quorum for meeting and voting purposes.
 - III. ETHICS ACKNOWLEDGEMENT.** Upon acknowledging the ethics responsibility, no conflicts of interest were announced by any director.
 - IV. AGENDA REVIEW.** The directors approved the agenda with the addition of adding "New Board Member Vote." The addition was accepted and the revised agenda approved by the directors' unanimous consent.
 - V. REVIEW OF MINUTES FOR APRIL 14, 2025.** Dr. Coaxum moved that the minutes for April 14, 2025 be accepted as written. Ms. McKim seconded the motion, and it was carried.
 - VI. NEW BOARD MEMBERS.** Ms. Mack reiterated that the board's process for nominating new board members recently resulted in the recruitment of three interested parties. They are Rev. Dr. Alberta McLaughlin, a victims advocate with the Salisbury, NC Police Department and hospital chaplain; Ms. Quiana Leggett, a CGWS alumna, young parent, and community activist; and Ms. Alice Bitting, a CGWS board member emerita and community activist. They completed formal CGWS board training conducted by Attorney Yvette Stackhouse on May 8, 2025. Each of them has been vetted, and Ms. Mack recommended that they be allowed to join the CGWS board of directors. She noted that after commendable service, two of the current board members wish to

resign this year. Mr. Love made a motion to invite these three people to join as members of the CGWS board of directors. Dr. Coaxum seconded the motion, and it was carried.

VII. ADMINISTRATIVE REPORTS.

DARLENE STEELE, SENIOR EXECUTIVE DIRECTOR. A brief report of administrative and departmental activities was given. Highlights include the following:

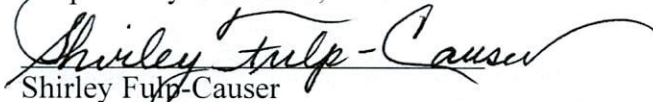
1. Administration recommends that employee benefits be comprehensively listed under one broker for greater benefit and cost efficiency.
2. No nutrition reimbursement will be received this year. Summer nutrition will go through the WS/FC District for cost efficiency; Ms. Hoggard has been asked for a backup plan.
3. The IT report is substantially as written. An IT tech, Mr. Kyle Sorrell, has been hired.
4. Ms. Charlene O'Neil, media specialist, did a great job with the spring Scholastic Book Fair, which netted \$6,285 for CGWS.
5. Fire drills were completed this quarter.
6. Facility maintenance department head also submitted a report.
7. The board is to review the prayer certification policy (submitted by Ms. Daniels) for its approval by the July deadline.
8. The board is to review the green card policy in the future.

VIII. ADJOURNMENT OF REGULAR MEETING/OPENING OF CLOSED MEETING. Mr. Malloy moved for the regular meeting to be suspended for the purpose of going into closed session. Ms. McKim seconded the motion, and it was carried.

IX. CLOSED SESSION. All non-board members were excused except for the administrators and stakeholder(s) who are participating in closed matters. The closed session began at 7:15 PM. The purpose of the closed session was to prevent the disclosure of information that is privileged or confidential pursuant to the laws of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the NC General Statutes. § 143-318.11(1).

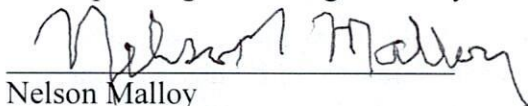
X. ADJOURNMENT OF CLOSED SESSION AND REGULAR MEETING. Dr. Coaxum moved for the closed session and the regular session to adjourn. Ms. McKim seconded the motion, and it was carried.

Respectfully submitted,



Shirley Fulp-Causser

Corresponding/Recording Secretary to the Board of Directors



Nelson Malloy

Board Secretary