



Mission: To rally independent community support for the successful education of all Alamance County children.

Minutes of the:  
**Alamance Citizens for Education (ACE)**  
**Joint Board of Trustees / Board of Directors Meeting**  
Amtrak Station  
Burlington, NC

Thursday, October 19, 2006

Directors Present:

Lane Anderson  
Angela Thompson-Clark  
Jeff Ellington  
Chad Laws  
Barbara Massey  
Ed Woodall

LaRosa Pinnix-Bailey  
Kate Crawford  
Terry Farmer  
Sylvester J. Lewis  
Terry McNeill

Joe Barbour  
Chris Davis  
Allison Gant  
Becky Loy  
Barbara L. Sellars

Director Proxies:

Gerald Dillashaw

Tony Foriest

Tina Manning

Trustees Present:

Anna Bass  
Dan Danieleley  
Jack R. Lindley

Paul Cobb  
Eddie Gant, Jr.  
Ira Poston

Larry Covington  
Helen LeGette

Voting Ex-Officio Member:

Larry Sharpe

Non-voting Ex Officio Member

Randy Bridges  
Tom Manning

Executive Director:

Mary Erwin

The **Joint Board of Trustees and Board of Directors meeting** of the Alamance Citizens for Education (ACE) was called to order at 12:08 p.m. by President Allison Gant. Terry Farmer provided the invocation.

**Minutes:** A motion to accept the minutes of the August Directors meeting was made by Chris Davis and seconded by Angela Thompson-Clark. The motion passed.

**Treasurer's Report:** Becky Loy distributed and discussed the reports. The Balance Sheet reflected cash assets of \$85,625.98 in the bank as of 10/19/06. A pro-forma, unapproved adjusted budget report reflecting proposed income and expenses through 12/31/06 was also discussed, and

reflected anticipated net income of \$42,195.45. Becky advised that \$16,500 in funds will be disbursed in January 2007 to cover the Mini-Grant program.

**Organizational Development:** Terry Farmer recommended approval of changes to the Bylaws as presented to the Board of Directors. A motion to accept the changes was made by Terry McNeill and seconded by Chris Davis. The motion was approved.

Terry Farmer also recommended approval of a job description for a Tutoring & Mentoring Coordinator as presented to the Board of Directors. A motion to accept the job description was made by Angela Thompson-Clark and seconded by Chris Davis. The motion was approved.

Chris Davis recommended approval of a revision to the budget that would cover the full-time salary of the Executive Director for the months October through December 2006, and a part-time Tutoring & Mentoring Coordinator for the second half of November and all of December 2006. A motion to accept the budget revisions as present was made by Kate Crawford and seconded by Angela Thompson-Clark. The motion was approved.

Chris Davis recommended approval of paid time off for the Executive Director position, consisting of:

- 24 days per year in paid time off which would encompass a combination of vacation days, sick days and holidays.
- The ability for the Executive Director to accrue paid time off in a calendar year with a total of 13 months to utilize the accrued days, i.e. accrued days could be carried over and used by January 30 of the following year.
- The Executive Director would be required to submit requested paid time off in writing to the President for approval

A motion to accept the paid time off benefits for the Executive Director was made by Chris Davis and seconded by Sylvester Lewis. The motion was approved.

Chris Davis also recommended approval of health insurance benefits for the Executive Director position that would provide reimbursement for up to \$4,000 in annual medical expenses. A motion to accept the health insurance reimbursement for the Executive Director position was made by LaRosa Pinnix-Bailey and seconded by Barbara Sellars. The motion was approved.

**Program of Work:** Allison Gant reported that ACE Mini-Grant applications are due back by December 1. Allison advised that the ACE Mini-Grant subcommittee will be attempting to move the application deadline to coincide with the 2007-08 school year. Additionally, Allison recommended a further adjustment to the budget to increase the allocation for Mini-Grants from \$16,500 to \$17,500 to accommodate funding to the Middle College and Ray Street pre-school program. A motion to amend the budget as presented was made by Angela Thompson-Clark and seconded by Chris Davis. The motion carried.

Allison Gant also confirmed that ACE will maintain a list of new and lateral entry teachers who enter the ABSS system during the remainder of the school year who would qualify for a \$50 check from ACE for classroom supplies. Allison advised we may potentially add the names to next year's list, and potentially set an earlier qualifying deadline for next school year.

**Resource Sustainability / Fundraising:** Kate Crawford reported that pledge cards for 2007 contributions are being sent to all Trustees and Directors, and appointments have been set for meetings with some of the larger corporations in the county. Additionally, planning is underway for a cocktail fundraising party to be held in early spring. The social would feature art work from elementary and secondary students, with funds raised through a silent auction.

Mary Erwin reported that ACE is working with Alice Shelton at the ABSS on a Verizon grant for Eastlawn Elementary that could fund a family resource room. Other grants being pursued include:

- Food Lion
- Rotary: \$2,000 potential through \$500 grants from the Graham and Burlington Funds matched by Rotary International
- Wachovia / Teachers in Teaching: Pool of \$250,000 in funds available through professional development grants

**Remarks: Dr. Randy Bridges, Superintendent, ABSS:** Dr. Bridges recognized ACE's contributions to the ABSS, then distributed and discussed definitions of a Student Engagement spectrum, and a matrix of Learning Organizations. Following his comments, Dr. Bridges entertained questions from the Trustees and Directors.

**Executive Director's Report:** Mary Erwin provided a recap of some recent ACE involvement and successes:

- Productive Board retreat in May
- Increasing public awareness, in conjunction with VOICE, to ABSS issues as evidenced by the 600+ in attendance at the county commissioner budget meeting
- Educational Summit, with over 175 in attendance. A summary report of issues raised at the Summit is pending for distribution to the community. The event also provided an excellent mailing list of potential advocates and volunteers
- Great feedback received from the New Teacher \$50 checks
- Mini-Grants to all schools in the ABSS to promote parental involvement have been well received. Would like to eventually bump the allocation above \$500
- Participation in grant writing workshop
- Representation at Migrant Family Night, with approximately 300 citizens in attendance. Will distribute Gang Awareness and Homework Tips brochures, including versions provided in Spanish
- Attendance at a Community Day on October 30 at the Tucker St. Apt. Complex
- ACE Education Minute at high school and middle school athletic events
- Attendance at the Latinos in Alamance County meeting

Allison Gant commended Mary for all she has done to promote ACE during her tenure as Executive Director.

**Old Business:** Chris Davis provided a brief explanation to the Trustees of the rationale for hiring a Tutoring & Mentoring Coordinator, advising that the position would provide invaluable aid to both our Executive Director and the ABSS while filling a role that has been needed in our community for some time. Mary Erwin advised that ACE is ready to run an advertisement for the position. Training for the new Coordinator is being explored, and Sheriff Terry Johnson has agreed to assist the Coordinator in performing background checks on potential tutors and mentors.

Mary Erwin also confirmed that ACE's current office space is guaranteed through June 2007, with sufficient space available for the Tutoring & Mentoring Coordinator.

**Remarks: Tom Manning, Chairman, ABSS Board of Education:** Tom congratulated the Trustees and Directors for a great job on the recent Education Summit, and encouraged ACE to keep moving forward. Tom also complimented Larry Sharpe, Chairman, Alamance County Board of Commissioners, for his support of public education, and looked forward to making additional efforts to improve the ABSS teacher supplement.

**Remarks: Larry Sharpe, Chairman, Alamance County Board of Commissioners:** Larry expressed his appreciation of ACE's efforts, and added he wants to begin a discussion about establishing a multi-year plan for increasing the teacher supplement. The big issue will remain finding a way to fund the supplement.

**New Business:** Allison Gant addressed members of the Trustee and Director boards whose terms expire in April 2007 and encouraged them to consider staying on board. Allison also noted dates of future ACE meetings, while encouraging all to either be involved with or invite other members of the community to utilize their talents on Ace subcommittees.

Mary Erwin requested the Trustees and Directors provide her additional names of business contacts to solicit for contributions.

With no other business raised, the Board of Directors meeting adjourned at 1:13 p.m.

Respectfully submitted,

Edward Woodall  
Secretary

#### **Meeting Reminders:**

**Board of Directors Meeting:** Thursday, November 16, 12:00 noon – new Amtrak depot, Burlington (regular Board meetings are on the 3<sup>rd</sup> Thursday of every month)

**Program of Work Committee:** Tuesday, November 14<sup>th</sup>, 12:30 p.m. (meetings are on the 2<sup>nd</sup> Tuesday of every month at the ACE office, 719 Hermitage Road)

**Resource Sustainability Committee:** Wednesday, November 15<sup>th</sup>, 12:00 noon (meetings are on the 3<sup>rd</sup> Wednesday of every month at the ACE office)

**Organizational Development Committee:** Wednesday, November 8<sup>th</sup>, ACC, 12:15 p.m. (meetings are on the 2<sup>nd</sup> Wednesday of every month at ACC)

**Tutoring and Mentoring** (needs chair): Tuesday, October 24<sup>th</sup>, 12:00 noon (meetings are on the 4<sup>th</sup> Tuesday of every month at the ACE office)

**Joint Board of Trustees / Board of Directors Meeting:** Thursday, April 19<sup>th</sup>, 2007