



PRE-APPROVED MINUTES

Carolina Achieve BOD Meeting Minutes
December 8, 2025 | 05:00 PM EST
Virtual: [Carolina Achieve Public Meeting](#)

ATTENDANCE

Board Members Present: Charles Lopez, John Oxaal, Anjanette Miller, MaKayla Booker-Johnson, Jeff Clark
Absent: Thomas Nechyba, Tiffany Alrefae
Guests: Trip Cogburn, Head of School
A quorum was present.

NOTICE

Notice was provided. A waiver of notice is not included.

- 1) John Oxaal called the meeting to order at 5:04 pm.
- 2) Charles Lopez read the Carolina Achieve Mission Statement: Carolina Achieve prepares K-12th-grade students to achieve their scholastic, personal, and professional goals through a learner-centered educational program focusing on a strong academic foundation, Habits of Success (entrepreneurial skills), well-being, and a Home-School partnership.
- 3) Approve Agenda: John Oxaal made a motion to approve, and MaKayla Booker-Johnson seconded. The motion passed unanimously.
- 4) Approve November Meeting Minutes: John Oxaal made a motion to approve, and MaKayla Booker-Johnson seconded. The motion passed unanimously.
- 5) Construction & School Opening Update: John Oxaal reported no new construction updates at this time. Trip Cogburn reported that playground installation is scheduled to begin on December 9, 2025. Trip Cogburn further noted that a playground dedication ceremony may be planned for the new year. Additionally, Trip Cogburn stated that Phase 2 of the playground project will include the installation of permanent fencing around the playground and blacktop areas, as well as designated spaces for a basketball area and foursquare.
- 6) National School Lunch Program Update - Trip Cogburn reported that the school was informed the previous Monday that K & W Cafeteria would be closing permanently, and that day would be their final day of service. Lunch was provided on that final day, after which alternative arrangements were required. Trip Cogburn stated that Vertex identified interim solutions for the following week, and the school secured two vendors compliant with the National School Lunch Program (NSLP). Trip Cogburn further noted that parents volunteered to provide food to support breakfast and meal needs during this transition.

Additionally, Orange County Schools will provide breakfast and lunch through Gravelly Middle School; however, delivery is not available, and the school will coordinate daily meal pickup. John Oxaal commended the parents and school team for their responsiveness and willingness to step up to support the students.

7) Committee Assignment -

- a. Jeff Clark provided an update indicating that the budget outlook has improved. Trip Cogburn reported that Title I funding was received at a higher level than initially projected. Dustin Squibbs identified additional available funding related to Title I and grant opportunities, noting that current information indicates the school will receive more funding than originally anticipated. Jeff Clark further reported that, from a high-level perspective, a previously projected budget deficit has now been resolved. Jeff Clark also stated that the full cost of the playground was underwritten through donations. Jeff Clark concluded by emphasizing the importance of continuing to maximize donation efforts and fundraising activities.
- b. Academics Committee -. Trip Cogburn opened the discussion by reporting that he and Thomas Nechyba met to review the results of the NWEA MAP assessment, which was administered after the start of the school year. Trip Cogburn noted that, as anticipated, second-grade students demonstrated the greatest learning gaps, while first-grade and kindergarten students were generally performing at expected levels. Trip Cogburn further shared that, across grade levels, phonics and word recognition scores were lagging behind other instructional metrics. As a result, teachers incorporated additional literacy resources, including Heggerty and Letterland, with Letterland currently in active use. A second round of assessment testing is scheduled to take place in January. Jeff Clark asked when the first round of testing was completed. Trip Cogburn responded that the assessments were administered in late September. John Oxaal asked for clarification on the overall implications of the data and inquired about average scores. Tiffany Alrefae reported that the average score was approximately 174, which aligns with kindergarten to first-grade reading levels. Tiffany Alrefae noted that this outcome was expected for students who transferred into second grade and emphasized the need to provide targeted resources and grade-level-appropriate instruction to support their progress. Trip Cogburn added that NWEA MAP assessments are administered three times per year. Tiffany Alrefae stated that this schedule allows the school to track student progress throughout the year and that detailed, individualized reports are available to teachers. John Oxaal asked specifically about kindergarten performance. Trip Cogburn reported that the kindergarten group's average reading score was approximately 140. Trip Alrefae confirmed that this score is considered within the average range for that grade level.
- c. Governance Committee - John Oxaal noted that the Committee would need to start scheduling meetings in January.

- 8) Calendar of Upcoming Events - Trip Cogburn reported that the school participated in two community parades: the City of Mebane parade on Friday evening and the Town of Graham parade on Saturday morning, and noted that both events provided strong visibility and recognition for the school within the community. Trip Cogburn further shared that the school will host an Open House on Thursday, December 11, 2025. Trip Cogburn added that a larger evening Open House is planned for January 2026. Trip Cogburn also announced that the Winter Wonderland performance is scheduled for December 18, 2025, at 6:00 p.m. and will be held at Eastside Baptist Church. Trip Cogburn added that students will participate in a field trip the following day to see the movie *The Grinch*. John Oxaal requested that Trip Cogburn coordinate a time for the Board to come together with school staff.
- 9) Charles Lopez reminded the Board that the next meeting will be Monday, January 12, 2025 at 5:00 PM.
- 10) Adjournment- A motion to adjourn the meeting was made by John Oxaal, seconded by Makayla Booker-Johnson. The motion passed unanimously. The meeting adjourned at 5:30 pm.

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