



**Endeavor Board Meeting Agenda: December 14, 2021**  
**7:00 PM in the Middle School Commons and via Zoom:**

<https://us02web.zoom.us/j/85926333534?pwd=UIYwTzRFdDYrb0dJK28zZkoxQzgvUT09>

**Present:**

| <b>Board Member</b>                       | <b>Position</b> | <b>Committee</b>      | <b>Term Start</b> | <b>Term Ending</b> | <b>Present</b> |
|-------------------------------------------|-----------------|-----------------------|-------------------|--------------------|----------------|
| <b>Open Seat</b><br>Start:                | Member          | RDC                   | 7/1/2019          | 6/30/2022          |                |
| <b>Jaclyn Parks</b><br>Start: 4/8/2019    | Member          | RDC<br>(Chair)        | 7/1/2019          | 6/30/2022          | Yes            |
| <b>Bill Kroll</b><br>Start: 5/19/2016     | Chair           | Finance               | 7/1/2019          | 6/30/2022          | Yes            |
| <b>Chris DeRienzo</b><br>Start: 2/23/2021 | Member          | Governance            | 7/1/2019          | 6/30/2022          | Yes            |
| <b>Tracy DeMarco</b><br>Start: 6/15/2017  | Secretary       | Governance<br>(Chair) | 7/1/2020          | 6/30/2023          | No             |
| <b>Ashley Hicks</b><br>Start: 6/15/2017   | Member          | RDC                   | 7/1/2020          | 6/30/2023          | Yes            |
| <b>Kim Keith</b><br>Start: 5/25/2017      | Vice-Chair      | Governance            | 7/1/2020          | 6/30/2023          | Yes            |
| <b>David Roy</b><br>Start: 2/23/21        | Member          | Finance               | 7/1/2020          | 6/30/2023          | Yes            |
| <b>Open Seat</b><br>Start:                | Member          | RDC                   | 7/1/2021          | 6/30/2024          |                |
| <b>Israa Kanfoud</b><br>Start: 6/12/2018  | Treasurer       | Finance<br>(Chair)    | 7/1/2021          | 6/30/2024          | Yes            |
| <b>Dustin Embrey</b><br>Start: 2/23/2021  | Member          | RDC                   | 7/1/2021          | 6/30/2024          | Yes            |

**Call to Order:**

**Bill Kroll**

- Bill Kroll called the meeting to order at 7:05 p.m.
- Mission Statement: Endeavor Charter School's mission is to engage K-8 students by integrating a challenging, hands-on academic program with multi-faceted fine arts courses in a familial environment.
- Vision 2018: Endeavor Charter School's vision is a community of educators and families working together to graduate students who are motivated and curious, capable and confident, and prepared to make a positive impact on the world around them.

**Approval of Agenda:****Tracy DeMarco**

- Tracy DeMarco moved to approve the December 13, 2021 Agenda. Ashley Hicks seconded, and the motion passed unanimously.

**Foundation Board Update:****Bill Kroll**

- Bill Kroll reported that the Foundation Board selected Natalie Newell as its newest member, and all seats on the Foundation Board are now filled.
- The Foundation Board has been working with BCCG to complete the final construction punch list.
- Bill reported that the traffic light on Burlington Mills and One World Way has received final approval, but the School is still waiting on paperwork from the NCDOT accepting the final inspection.

**PAWS Update:****Amanda Ford**

- Amanda Ford reported that PAWS has begun implementation of My Hot Lunch Box to assist with Café Days. As Amanda explained at the November meeting, My Hot Lunch Box will relieve much of the administrative aspects of Café Days from PAWS volunteers, so that they can focus attention on other projects for the school. In addition, My Hot Lunch Box will allow families to make and modify orders throughout the semester. Amanda reported that PAWS will re-evaluate continued use of My Hot Lunch Box at the end of the school year.
- Amanda also reported that PAWS has executed contracts for three cultural arts performances that will take place during second semester.

**Committee Updates:**

- Finance Committee **Israa Kanfoud**
  - **Audit.** Israa Kanfoud reported that the School received very positive results from the final audit for the 2020-21 school year. There were no adverse findings or corrective actions arising from the audit, and Israa credited Molly Blanchard for the excellent result, noting that she maintains very strong internal controls for the School. The audit also assessed the School's debt ratio coverage, and ECS ended the 2020-2021 school year at 1.86, which is more than the 1.5 minimum required by the lender.
    - **Israa Kanfoud moved to approve the 2020-2021 Audit. Bill Kroll seconded, and the motion passed unanimously.**
  - **Staff Bonuses.** Israa next explained that NCDPI released information allowing ECS to process payment of the staff bonuses passed by the NC Legislature in December. Full-time staff will receive a \$1000 bonus payment, and part-time staff will receive a pro-rated amount. In addition, employees who make less than \$75,000 per year will receive an additional \$500 bonus. Israa reported that ECS is planning to process a separate payroll run for the bonuses.
    - Bill Kroll credited Israa and Molly efforts as the reason the School is able to pay these bonuses in December. Bill noted that Israa and Molly have been watching the news and scouring available information so that the School could get needed information regarding the State's timing for

disbursement of bonus funds so the Board could approve payment at this meeting.

- **Israa Kanfoud moved to approve processing bonus payments in the following amounts: \$1000 for full-time staff members; a pro-rated portion of \$1000 for all part-time staff member; and an additional \$500 for all staff members with a salary of less than \$75,000. Dustin Embrey seconded, and the motion passed unanimously.**
  - Israa Kanfoud announced that bonuses will be paid on December 21, 2021.
- **Substitute Pay.** Israa next explained that the Finance Committee is recommending an update to the pay schedule for substitute teachers. After looking at the latest budget forecast, the Finance Committee proposed new rates of \$16.25 per hour for certified substitute teachers and \$13 per hour for non-certified substitutes. Israa noted that the overall impact of this change to the budget is very minimal.
  - **Israa Kanfoud moved to approve the following pay schedule for substitute teachers: \$16.25/hr for certified substitutes and \$13/hr for non-certified substitutes. Bill Kroll seconded, and the motion passed unanimously.**
- **BCCG Invoice.** Israa Kanfoud reported that BCCG's November invoice totals \$51,017.58. Israa noted that the costs of the expansion are wrapping up, and the largest item remaining to purchase is the curtain for the theater. Israa confirmed that BCCG's November invoice is in line with the budget for the expansion.
  - **Israa Kanfoud moved to approve payment of \$51,017.58 to BCCG. Bill Kroll seconded, and the Motion passed unanimously.**
  - **Israa Kanfoud moved to approve payment of \$12,661.35 to BCCG for offsite work that will be reimbursed by the Town of Wake Forest. Bill Kroll seconded, and the Motion passed unanimously.**
- Governance Committee **Tracy DeMarco**
  - **Attendance Policy.** Tracy DeMarco explained that the Governance Committee is proposing that the Board adopt a new attendance policy applicable to all students. Under the current Admissions Policy, a student who is not present on Day 1 and Day 2 of the school year, for an absence that has not been previously approved, loses his/her seat to an individual on the wait list. The new attendance policy applies this standard to all students at the School, including returning students. Tracy explained that the Governance Committee is proposing this policy because the School's funding is based upon attendance for the first 20 days of school, so it is imperative that our community be held to a high standard of attendance, particularly during those first 20 days.
    - **Tracy DeMarco moved to approve the Attendance Policy. Dustin Embrey seconded, and the Motion passed unanimously.**
  - **Temporary Leave Policy.** Tracy DeMarco reminded the Board that the Temporary Leave Policy, which the Board adopted to ensure that staff would not be unduly penalized for absence due to Covid-19 isolation or quarantine periods, will expire on December 31, 2021. Tracy explained that the Governance Committee is recommending that the Board extend the Temporary Leave Policy through the end of the 2021-2022 school year. Under the Policy, staff that have used all 12 days of leave accrued for the 2021-2022 school year may take additional paid leave in the event he/she is required to isolate or quarantine due to

Covid-19 infection or exposure or in the event he/she is caring for a child that must isolate or quarantine due to Covid-19 infection or exposure.

▪ **Tracy DeMarco moved to approve the Temporary Leave Policy.**

**Dustin Embrey seconded, and the Motion passed unanimously.**

- **Face Covering Policy.** Tracy DeMarco explained that, pursuant to State law, the Board is required to consider and vote on the School's Face Covering Policy at each monthly meeting. Tracy noted that the Board has received feedback from the community asking the Board to articulate specific metrics for when it will move to a policy in which face coverings are optional, rather than mandatory. Tracy explained that the Board's goal, throughout the pandemic, has been to maintain a safe environment for students and staff while also keeping as many healthy students in school as possible. Because NCDHHS quarantine rules allow waiver of quarantine when both the Covid-positive and exposed individual are masked, maintaining a mandatory face covering policy has allowed ECS to keep healthy kids in school. That said, Tracy stated that the Governance Committee is looking to several factors in determining when it might recommend moving to an optional masking policy, including, but not limited to, community and in-school positivity rate and the ability of families to vaccinate their children. Since the vaccine was just approved for children aged 5-11 in late October, the first wave of students in this age group to receive the vaccine are just now at the point where they can be considered "fully vaccinated" (given 3 weeks between doses and an additional 2 weeks to full vaccination status). Accordingly, the Governance Committee would like to give families who would like to vaccinate their student(s) some additional time to achieve full vaccination.
  - Kim Keith agreed that it is difficult to articulate clear metrics for changing the policy when our knowledge and the CDC and NCDHHS guidance continues to change. That said, she suggested that we may be in a place to seriously consider a change over the next few months as families have more time to vaccinate their students, if desired, and if our community positivity rate remains low.
  - Christi Whiteside asked whether removing the face covering policy would require our classroom policies to move backward. Tracy DeMarco responded that one of the Board's main priorities has been to give teachers and students a normal school day, so the Board would not approve a change to the Face Covering Policy if it meant moving backwards in the classroom.
  - Tracy DeMarco stated that Governance is proposing a potential change to the masking policy for indoor sports. She noted that the Committee would consider allowing athletes to practice and compete unmasked if they agree to take a rapid test, administered by Nurse Ipock, before each practice game. Kim Keith said that the Committee recommends seeking input from both Nurse Ipock and Josh Burt regarding the practicality of such a program before voting on it. Tracy agreed that the Board would call a special meeting to vote on this change if Governance recommends this change after speaking with Nurse Ipock and Mr. Burt.
  - Bill Kroll suggested Christi alert families to a potential coming change in policy in her weekly blog post. Families should understand that, in the event the Board votes to change the Face Covering Policy, a student's vaccination status will determine whether he/she must quarantine after an

exposure. Families who wish to avoid quarantine in a mask-optional environment should have notice of the need to vaccinate their student(s) before a new policy is implemented. The Board agreed that Christi should communicate this information to families before track out.

- **2022 Officer Elections**
  - **Chair**
    - **Tracy DeMarco moved to approve Bill Kroll as Board Chair for the 2022 calendar year. Ashley Hicks seconded, and the Motion passed unanimously.**
  - **Vice Chair**
    - **Bill Kroll moved to approve Kim Keith as Board Vice-Chair for the 2022 calendar year. Ashley Hicks seconded, and the Motion passed unanimously.**
  - **Treasurer**
    - **Tracy DeMarco moved to approve Israa Kanfoud as Board Treasurer for the 2022 calendar year. Bill Kroll seconded, and the Motion passed unanimously.**
  - **Secretary**
    - **Jaclyn Parks moved to approve Tracy DeMarco as Board Secretary for the 2022 calendar year. Bill Kroll seconded, and the Motion passed unanimously.**
- **Resource Development Committee** **Jaclyn Parks**
  - Jaclyn Parks announced that the School raised \$28,243 on Giving Tuesday, plus an additional \$3000 that came in the next day. With these donations, the Annual Fund is currently at \$180,000. Jaclyn recognized Lauren Manfreda for her tireless efforts to raise this funding for our School. Jaclyn thanked the ECS community for this tremendous show of support. She also recognized Gladwell Orthodontics, Triangle Dentistry, and eHungry for their generous support as corporate sponsors of the School.
  - Jaclyn next reported that the first round of plaques have been installed on seat backs in the new Theater. The School is planning to begin a second campaign during second semester in advance of the inaugural performances.
  - Last, Jaclyn thanked the ECS community for coming together this past semester in countless ways. She noted that it's been great to have parent volunteers back in the School and to begin rebuilding our community after the challenges faced due to Covid and construction over the past nearly two years.

### **Director's Update:**

**Christi Whiteside**

- Christi reported that the Middle School held its first dance since Covid. The turnout was enormous and surpassed 200 students. Given the gym and Commons and glass lobby, the School was able to hold the volume really well.
- Christi next reported that the semester will end this week with pep rallies in each grade. The School is bringing back pep rally tags to honor student achievements. Drama elective and drama and music classes have had performances in new theater.
- Christi thanked families for all the love shown to the staff last week. Next quarter, focusing on substitute shortage. Getting lunches covered for teachers. Not to put feet up.
- Afternoon arrivals – some families coming in too late. Looking at options.

**Public Comment:**

- Bill Kroll opened the floor for Public Comment, but no one indicated a desire to speak.

**Adjournment:**

**Bill Kroll**

- Bill Kroll adjourned the meeting at 8:00 PM.