



Endeavor Board Meeting Agenda: August 10, 2021

7:30 PM via Zoom:

<https://us02web.zoom.us/j/84256878711?pwd=cEwrcmY2OFdnbmd5L3NJJaWc2clVvQT09>

Present:

Board Member	Position	Committee	Term Start	Term Ending	Present
Amy Tharrington Start: 4/8/2019	Member	RDC	7/1/2019	6/30/2022	Yes
Jaclyn Parks Start: 4/8/2019	Member	RDC (Chair)	7/1/2019	6/30/2022	Yes
Bill Kroll Start: 5/19/2016	Chair	Finance	7/1/2019	6/30/2022	Yes
Chris DeRienzo Start: 2/23/2021	Member	Governance	7/1/2019	6/30/2022	Yes
Tracy DeMarco Start: 6/15/2017	Secretary	Governance (Chair)	7/1/2020	6/30/2023	Yes
Ashley Hicks Start: 6/15/2017	Member	RDC	7/1/2020	6/30/2023	Yes
Kim Keith Start: 5/25/2017	Vice-Chair	Governance	7/1/2020	6/30/2023	Yes
David Roy Start: 2/23/21	Member	Finance	7/1/2020	6/30/2023	Yes
Nick Cerullo Start: 3/19/2018	Member	RDC	7/1/2018	6/30/2024	Yes
Israa Kanfoud Start: 6/12/2018	Treasurer	Finance (Chair)	7/1/2018	6/30/2024	Yes
Dustin Embrey Start: 2/23/2021	Member	RDC	7/1/2018	6/30/2024	Yes

Call to Order:

Bill Kroll

- Bill Kroll called the meeting to order at 7:31 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 August 10, 2021 Agenda. Bill Kroll seconded, and the Motion passed unanimously.

Approval of Minutes:

Tracy DeMarco

- Tracy DeMarco moved to approve the April 20, 2021, May 18, 2021, May 27, 2021, and June 30, 2021 Minutes. Kim Keith seconded, and the Motion passed unanimously.

Foundation Board Update:

Michael Reinhardt

- Michael Reinhardt reported that the Foundation Board last met in May. Jon Behringer fulfilled his term in May, and the Foundation Board is considering a few candidates to fill his spot.
- Michael next gave a report on the new building progress. He acknowledged that opening the school year with 7th and 8th grades at an alternate location has been very difficult for both families and staff. He reported that he is hopeful, based on information from BCCG and the Wake Forest permitting authorities, that the new building will open next week, but noted that the School is proceeding cautiously until it has the temporary certificate of occupancy (“TCO”) in hand.
- Bill Kroll reported that the Town of Wake Forest has indicated that it is likely, but not guaranteed, that the new building will receive the TCO on Friday. He stated that as a parent with a 7th grader at Vision, he is making plans for transportation to/from Vision next week out of an abundance of caution, but remains hopeful students will be in the new building instead.
- Christi Whiteside reported that she and other School representatives met with Wake Forest Mayor Vivian Jones earlier in the day. Mayor Jones is very supportive of our School and charter schools in general. She is doing what she can to make sure we have the support needed to pass final inspections for the TCO.

PAWS Update:

Amanda Ford

- Amanda Ford reported that PAWS is surging ahead with membership recruitment.
- To kick off the year with teacher support, PAWS hosted a staff luncheon and gave each staff member a welcome back gift.
- PAWS is in the process of organizing parent ambassadors for each of the grade levels.
- Café Days is also off to a great start. Amanda reported that the additional classes (and students) in each grade creates more work for the Café Days volunteers, but PAWS is adapting as needed and working to make the process as quick as possible.
- Christi Whiteside thanked PAWS for all of its beginning of the year support and additionally noted that PAWS has already hosted two Lend-a-PAW days to help set up bulletin boards in the school and get the grounds ready for the first day of school. She stated that PAWS has always been an amazing support for the School and we appreciate them.

Board Member Term Renewal

- Bill Kroll reported that the first terms for Nick Cerullo and Israa Kanfoud terminated in June, and Nick and Israa confirmed that they both intend to stay on the Board for a second term.
- Bill Kroll moved to approve Nick Cerullo to a second term beginning July 1, 2021 and ending June 30, 2024. Israa Kanfoud seconded, and the motion passed unanimously.
- Bill Kroll moved to approve Israa Kanfoud to a second term beginning July 1, 2021 and ending June 30, 2024. Kim Keith seconded, and the motion passed unanimously.

Committee Updates:

- Finance Committee **Israa Kanfoud**
 - SWAP Resolution
 - Israa Kanfoud reminded the Board that the School is transferring its SWAP from BBVA Spain to PNC. He refreshed everyone's recollection that PNC acquired BBVA US, but the School's Swap still resided with BBVA Spain, which was not part of the PNC acquisition. Accordingly, PNC and BBVA Spain offered to transfer the SWAP to PNC, and Board approval is needed for the SWAP Resolution. Israa explained that the Resolution was prepared by the School's bond counsel, Mary Nash Rusher of McGuireWoods, and it has been reviewed by the Finance Committee and our attorney Board members, Bill Kroll and Tracy DeMarco.
 - **Israa Kanfoud moved to approve the SWAP Resolution. Bill Kroll seconded, and the motion passed unanimously.**
 - BCCG Invoice
 - Israa Kanfoud reported that BCCG's invoice for construction services in August totals \$1,263,434.94. Israa reported that this amount is in line with the budget.
 - **Israa Kanfoud moved to approve payment of \$1,263,434.94 to BCCG. David Roy seconded, and the Motion passed unanimously.**
 - Other invoices.
 - Israa Kanfoud explained that there are several other invoices requiring Board approval. Each are expected, budgeted-for expenses, but the dollar amounts require Board approval:
 - **Israa Kanfoud moved to approve payment of \$21,176.20 to School Outfitters for furniture purchased for the new building. Bill Kroll seconded, and the motion passed unanimously.**
 - **Israa Kanfoud moved to approve payment of \$12,800 to Janitorial Consultants for cleaning conducted in the elementary school building over the summer. Bill Kroll seconded, and the motion passed unanimously.**
 - **Israa Kanfoud moved to approve payments in the amount of \$127,956.62 and \$45,853.34 for off-site work performed related to the Burlington Mills road expansion and traffic light.** Israa reminded the Board that these expenses reimbursable by the Town of Wake Forest. **Bill Kroll seconded, and the motion passed unanimously.**
 - Recurring expenses

- Israa Kanfoud explained that advance Board approval is required for recurring expenses paid to the below vendors. Israa reminded the Board that we renew this approval list on an annual basis.
 - **Israa Kanfoud moved to approve payment of recurring expenses to the following vendors:**
 - Aflac (Insurance)
 - Blue Cross Blue Shield (Insurance)
 - Philadelphia Insurance Co (Insurance)
 - Century Link Phone
 - Charter Success (Financial)
 - Cincinnati Life (Insurance)
 - City of Raleigh (Water)
 - Janitorial Consultants (Cleaning)
 - Duke Energy Power
 - Endeavor Foundation (Rent)
 - Kathryn Trocinski (Contracted Services)
 - R and R (Landscaping)
 - Ricoh (Lease copier)
 - Teresa Somerville (Speech Therapist)
 - Met Life (Insurance)
 - Waste Industries (Trash)
 - Dominion Energy (Gas)
 - **Bill Kroll seconded, and the motion passed unanimously.**
 - Israa reported that the Finance Committee does not yet have the July budget report. However, since this is the first month of our fiscal year, he is not expecting any large deviations from the budget.
- Governance Committee **Tracy DeMarco**
 - Background Check Policy
 - Tracy DeMarco explained that the School needs to adopt a background check policy for volunteers. In the past, the School's third-party vendor conducted background checks for each volunteer and notified the School whether each applicant passed or failed. Last year, the School hired a new vendor that simply provides the School a copy of the applicant's criminal and/or vehicular history. This new procedure requires the School to select its own criteria for pass/fail.
 - Tracy noted that the draft policy prepared by the Governance Committee was circulated to the Board before this meeting and asked whether anyone had questions on the new criteria.
 - Tracy DeMarco moved to approve the Volunteer Background Check Policy. Chris DeRienzo seconded, and the motion passed unanimously.
 - Mask Policy
 - Chris DeRienzo explained that Governance Committee discussed the School's current indoor mask policy and recommends that the Board make no changes at this time. He noted that under the current toolkit published by the North Carolina Department of Health and Human Services ("NCDHHS"), schools are required to quarantine unmasked students for 7-10 days if they are exposed to a student who tests positive for Covid (within 6 ft for 15 minutes or more in the 48 hours prior to symptoms or

positive test). Last school year, this quarantine guidance resulted in over 100 students placed in quarantine (i.e. excluded from in-person school) who never developed symptoms or tested positive for Covid. Under the current guidance, NCDHHS allows schools to waive quarantine when both the positive and exposed student are masked. Because masking will allow us to keep healthy students in school, Governance recommends that the School continue to require masking indoors for students and staff, particularly while rates of community transmission remain high.

- Tracy DeMarco noted that no Board vote is needed because Governance is not recommending a policy change.

- Resource Development Committee

Jaclyn Parks

- Jaclyn Park reported that the Resource Development Committee is working with Lauren Manfreda on a number of fall events, including Fall Fun Fest.
- In addition, the group has been working to finalize sales and purchase of plaques for seats in the new auditorium.

Director's Update

Christi Whiteside

- Christi Whiteside reported that enrollment is ongoing. We have several families who got one child in on the lottery, and eager to get in second child off the waitlist.
- She next acknowledged some of the growing pains associated with carpool. Christi noted that carpool is one of those things that you plan, but can't practice. Some of the issues the School has encountered in the first few days include parents who were letting others merge in front of them, which resulted in a miss-match between the cars at the curb and the order of students in line for pick-up. In addition, yesterday was the first day of carpool for all kindergarten students, which again contributed to a slower carpool as our newest students learn our procedures. To address these issues and make carpool as efficient as possible, Christi reported that she and Lauren Manfreda did a training for indoor and outdoor carpool for all students grades 1-6 and Christi met with the kindergarten students. In addition, communication to parents seems to have resolved the merging issue. Christi is hopeful that with these efforts, the speed of carpool will continue to increase.
- Christi noted that Governance is working on better policy for beginning of the year attendance. She explained that we have some returning families who miss the first days of school. Since our funding is based on the number of students in attendance the first 20 days of school, attendance in those first days is critical to the School.
- Christi reported that she spent day at Vision yesterday with the 7th and 8th grade teams and noted that the facility was serving the School well, allowing us to offer in-person learning for all students while the TCO for the new building remains pending.
- Nevertheless, Christi reported that the School has been taking steps to ensure a quick transition to the new building once we receive the TCO. Furniture has been placed in all the classrooms ready to be moved into place as soon as we get our TCO.
- Because the new building is not yet open, the School made the decision to postpone curriculum night. A new date has not yet been selected, but Christi noted that the School will give families two weeks' notice when it is rescheduled.
- Christi asked the community to please volunteer for lunch duty. Lunch duty allows parents and opportunity to spend time in the classrooms, while giving teachers a needed break during lunch and recess to plan for the afternoon and next day.

- Nick Cerullo commended Christi and the staff for making adjustments to address the carpool issues so quickly.

Public Comment:

- Bill Kroll asked for public comment.
- Lauren Manfreda gave a shout out to all the teachers who have been absolutely amazing during the first few days of school.
- Anna Gaines thanked PAWS for the back-to-school snacks and staff luncheon.

Closed Session:

- Bill Kroll moved to go into closed session at 8:18 p.m. pursuant to N.C. Gen. Stat. § 143.318.11(a)(1), (6) & (8).
- Bill Kroll moved to go into open session at 8:49 p.m.

Adjournment:

Bill Kroll adjourned the meeting at 8:49 p.m.

Bill Kroll