Endeavor Board Meeting Minutes: February 13, 2017

Call to Order:

Clint White called to order a meeting of the ECS Board of Directors on January 18, 2017 at 7:01 p.m. in the ECS Multi-Purpose Room.

Present: Bill Borter, Jim Hollis, Charlie Kennedy, Bill Kroll, Kristy McClure, Kevin Myers, Clint White

Absent: Peter Henderson

Minutes

Kevin Myers moved to approve the minutes from the January 2017 ECS Board meeting as distributed prior to the meeting. The motion was seconded by Jim Hollis and unanimously approved.

Endeavor Foundation Update

David Clodgo provided an update on the Foundation. Currently the Foundation has a balance of $50,185.83 in accounts after all outstanding invoices and February mortgage was paid. The Foundation are expecting an invoice from TJT for tax billing but that should be less than $1,500. They are also preparing to do some work to review rental policies and potentially propose how they operate with relation to facilities rentals with the school.

Treasurer's Report

Kristy McClure and the Finance Committee has reviewed the monthly budget reports, and we are on-track for our year-to-date budget matching actuals. Bank Balances – BBVA is $1,777,335.45 and BB&T is $10,301.13.

Kristy talked about some due diligence follow-up on references and additional discussions following last month's presentations from Charter Success and Goodall Consulting. The Finance committee met with Cory Droughon from Charter Success to clarify some of the ala carte options that could allow for a much higher level of service than we are currently taking advantage of from Acadia. All feedback from references was positive. Kristy moved that the Board agree to move forward with contract negotiations in preparation to enter into a contract with Charter Success for the 2017-2018 school year. Charlie Kennedy seconded. Motion was approved unanimously.

The finance committee then presented the recommendations for a salary schedule for 2017-2018. This schedule would differ from Wake County scale, which has been what we followed in years past. Kevin Myers took the Board through the goals of the workgroup and the method that was followed in preparing the schedule. Discussion centered on balancing our ability to retain our staff with the needs to move our budget back towards best-practices for salary and benefits being closer to 70% of our total expenses, rather than our current level near 77%.

Clint White opened the floor to questions in the interest of allowing the teachers in attendance to leave if they desired. Eric Jensen asked about fundraising efforts, and what is being done to reach out to new families. The Board talked about the success of this year's fundraising efforts and work that is ongoing with our Director of Development to improve our communications and messaging.

Tiffany Carson and Ashley Jacot asked about how the calculations for those with masters and boards worked, and Kevin Myers clarified that for those with both currently would be grandfathered in, but in the future, the intent is to offer an increase for one or the other, but not both.

Ashley Jacot asked a clarifying question about how future versions of the salary schedule might affect the different steps. Kevin Myers answered that it is impossible to know, but that the intent of the Board this time was to not have anyone make less than they currently do, and that it was his belief that future Boards would likewise work to make this possible.

Director's Update

Lauren Manfreda updated the Board on the ongoing efforts on Fundraising and Development. She talked about how to utilize open houses, curriculum nights, and PAWS meetings for communications; and the proposed creation of other opportunities such as fundraiser nights. Currently to date received total is $79,454; pledges total $97,541 between outstanding commitments and potential employer matching gifts.

The Carolina Mudcats came and presented an anti-bullying campaign

We currently have applications from 1,915 potential students for the 9 open slots that we have for next year.

We have interviewed 4 different custodial candidates, and are looking to do follow-up interviews. The current staff that we are contracting with have improved over the past companies.

Book fair and Booster-thon are upcoming in the next month or so.

Policy Updates

The Board discussed the proposed Family Medical Leave Act policy. We are updating the extended leave policy to comply with the law changes that have happened since the last approval. We added wording about military leave and had it reviewed by an employment law attorney. Bill Kroll moved that the Board vote to approve this updated policy as circulated prior to the meeting. Charlie Kennedy seconded. Motion approved unanimously.

Christi Whiteside discussed the details of the proposed Professional Development policy. This updated the policy to more closely match the reality of how teachers were requesting opportunities, and how we were approving and funding those opportunities. This will include an updated application process that will allow us to better track metrics on how we are spending our funds, and includes a requirement to have the staff member propose how they will share what they learn with staff. Clint White moved to approve this updated policy as circulated prior to the meeting. Kevin Myers seconded. Motion was approved unanimously.

Christi Whiteside then described the proposed updates to the Lottery Admissions Policy. It will make clearer how we will progress the communications to potential students when school begins. Clint White moved that the Board accept the policy as circulated prior to the meeting. Charlie Kennedy seconded. Motion carried unanimously. Christi then talked through proposed changes to the Staff Attendance Policy, which is to change the documented times to 8:05 a.m. for the start of day. Clint White moved that the policy be approved as circulated, Charlie Kennedy seconded. Motion approved unanimously.

Clint White then moved that the following policies be noted as obsolete, as they are now covered by policies approved earlier in the meeting: Employee Mileage Reimbursement Policy; Professional Development Reimbursement; Salary Calculation and Approval Policy; Extended Leave Policy for Part Time Staff; Paid time off & Unpaid Family Medical Leave Policy; Extended Leave Policy; Administration Continuing Ed Proposal; Endeavor Values teachers proposal. Jim Hollis seconded. Motion was approved unanimously.

Charter Renewal Process

Next week is our site visit for the ten-year charter renewal process. Christi Whiteside reminded the Board of our obligation to meet with committee next Tuesday at 8:15. There will also be a group of teachers, and a group of parents, that meet on the same day. There will then be a student-led tour of the building.

Public Comments

None, except those noted above during the salary discussion.

Closed Session

Clint White moved that the Board go into closed session in accordance with North Carolina statute 143.318.11 (a) (6). Kevin Myers seconded the motion. The motion was unanimously approved and the Board moved into closed session at 8:17 p.m.

Return to Open Session

The Board returned to open session at 9:21 p.m.

Adjournment

Clint White moved to adjourn the meeting. Kevin Myers seconded the motion, which was approved unanimously at 9:22 p.m.