

**Endeavor Board Meeting Minutes: May 15, 2017**

**Call to Order:**

Clint White called to order a meeting of the ECS Board of Directors on May 15, 2017 at 7:03 p.m. in the ECS Multi-Purpose Room.

**Present:** Peter Henderson, Bill Kroll, Kristy McClure, Kevin Myers, Clint White

**Absent:** Charlie Kennedy, Jim Hollis, Bill Borter

**Minutes**

Kevin Myers moved to approve the minutes from the April 2017 ECS Board meeting as distributed prior to the meeting, with a correction to the date of the meeting and a small spelling change. The motion was seconded by Kristy McClure and unanimously approved.

**Charter Success – Reserve Study Presentation**

Cory Draughon from Charter Success and Paul Curd from MBP presented a reserve study that they created jointly. They discussed the methodology and clarified that this is a worst-case scenario if preventative maintenance is not carried out. It covers several different asset classifications based on the architectural drawings and other information provided by the school.

Corey talked about how these projections will be used to prioritize budgeting and preventative maintenance each year during the budget process. As we add assets and replace assets, we can also adjust this within the spreadsheet tool that is part of the study. Charter Success will handle this for us as part of their service.

The Board talked about the implications of these numbers on future budgeting, and how these projections should influence how we plan our reserve. The core take-away is that preventative maintenance will be important as we budget each year.

**Endeavor Foundation Update**

Kevin Myers updated the Board on the Endeavor Foundation. The Foundation approved funding the balance of a permanent marker on Burlington Mills that denotes the entrance to Endeavor Charter School. We plan to meet to discuss prioritization of building and site maintenance for the 2017-2018 school year as input to the budget process.

**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 $2,019,584.44 and BB&T is $12,538.35.

We have been working with Charter Success to create a new account code structure for budgeting and accounting that will be more useful for long-term planning and comparisons, and are working to drop in the 2017-2018 projected revenue and expenses in preparation for budget approval next month.

We have informed Acadia that we are transitioning, and have notified Thomas Judy Tucker both about the transition, and our renewal of their contract for next school year.

**Policy Discussions**

The Board discussed the proposed Technology Acceptable Usage policy that was discussed at the March and April Board meetings. Bill Kroll took the Board through the changes to the proposed policy, in preparation for review and a vote before the June meeting.

Most changes from prior versions were to make the policy less specific, but clear on where and what was covered. The goal is to allow room for the student and staff handbook to handle more specific situations, and have the policy create a framework for how we will govern different types of devices and different types of monitoring.

Bill Kroll will distribute this current draft to the Board, and we will review and iterate on the wording ahead of the June meeting, where we expect to approve.

**Director’s Update**

We are almost finished with MCLASS testing. EOG Testing is in two weeks, we need proctors.

The school play, Peter Pan, begins this week. Tickets are still available.

Our first D.A.R.E elective is nearly concluded. We are working with Officer Graham to attempt to offer it two semesters next year, based on reception and success this year.

School calendar for 2018-2019 was discussed. This will be another school year with a late Easter. We have three proposed calendars; the first has no overlap with Wake County; the second is the same as Wake County; the third has a split – one week at the end of the semester, and one week over Wake County’s spring break. Initial feedback is clear that the first option is a non-starter, and will be dropped. Christi will continue to gather feedback on staff preference for the other two options and provide feedback to the Board in preparation for a vote next meeting.

YMCA Contract has been reviewed several times. It is now available for review by the Foundation Board ahead of being signed. Clint White will ensure it is a topic at the next Foundation meeting.

We have gathered estimates for drainage improvements on the Kindergarten playground, which has flooded the building on five different occasions now.

The Eighth-Grade class gift of a GaGa Pit has been reviewed, and a proposal for placement has been made. Christi will reach out to our landscape architect about the impact on drainage within the playground. There will also be an outdoor classroom with benches and an outdoor whiteboard in the woods off the cross-country course.

We are interviewing for our open positions. We offered a candidate for second grade after five interviews that has accepted. We have had three candidate interviews (including demonstration lessons scheduled) for eighth grade, and two candidate interviews for the office manager position.

**Development Committee Update**

Lauren Manfreda updated the Board on the progress with our Development Committee and fundraising. We are at $100,295 in received donations, including in-kind and stock donations. We are at 56% participation as a school. Only two grades have under 50% participation.

For 2017-2018, we discussed a recommendation of a 20% increase in the annual fund goal-setting to $120,000. This would be achieved through a projection of 10% increase in giving from those that participated, and an increase in participation level at average levels to ~65%. Clint White asked a question about if this is a high enough goal. Lauren talked about the methodology in determining the recommendation and the criticality of improving the planning and communications around these goals.

Lauren also shared the feedback from the parent survey. There were several themes that emerged around communications. Most comments were very positive. Constructive feedback was given on lunch duty, a guidance counselor, and facilities improvements. These will be used as input into the strategic planning meeting this summer for the Board.

**Board Recruiting**

Clint White has had contact with a potential Board candidate, Kim Keith. Kevin Myers has other potential candidates with which he is still following up. Clint will propose some dates for Board interviews before the next Board of Directors meeting in June, and we will work to publish that date ahead of the meeting.

**Public Comments**

None.

**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 8:45 p.m.

**Return to Open Session**

The Board returned to open session at 9:42 p.m.

**Adjournment**

Clint White moved to adjourn the meeting. Bill Kroll seconded the motion, which was approved unanimously at 9:43 p.m.