



Endeavor Board Meeting Minutes: June 10, 2013

Call to Order:

Board President Lisa Springle called the meeting to order at 6:34pm in Endeavor's Multi-Purpose Room.

Present:

Steve McAdams, Bill Borter, Kevin Myers, Andy Kristianson, Lisa Springle, Lisa Bolton (left at 9:55), Christian Nechyba, and Margaret Holder (arrived at 7:09pm) were present.

Board Teacher Representative

The Board interviewed Leeann Bove and Sarah McConnell for the open Board position for the teacher representative. Sarah McConnell was elected to the 2-year position after a paper-ballot. Results were as follows: 3 votes for Sarah McConnell (Andy Kristianson, Bill Borter, Margaret Holder); 2 votes for Leeann Bove (Kevin Myers, Christian Nechyba). Lisa Springle, Steve McAdams and Lisa Bolton abstained.

Foundation Report

Kristin Hess from HH Architecture spoke to the Board about discussions with the Town of Wake Forest about the issues raised on the submittal from March 8 on colors and exterior design. She provided input using the Town of Wake Forest ordinances to guide the discussion around the subjective nature of the input. The Board provided input to Kristin and Lisa Springle on thoughts on water table and color changes ahead of the meeting on June 11 with Charlie Yokley from the Town of Wake Forest Planning Commission.

Andy Kristianson moved to delegate any decision on building color to the Endeavor Foundation after results of the meeting between HH Architecture and Town of Wake Forest are known. Christian Nechyba seconded. Motion was approved unanimously.

Frank Highley from JD Beam updated the Board on progress on finalized pricing. There has been work to raise the size of the educational wings to ease the transition from the rear of the building to the administration wing and improve aesthetics and water flow. Frank also updated the Board on site work pricing and the refining of the overall building estimates. He relayed to the Board that we are within bounds of the original estimates.

The Board discussed outstanding issues to get to closure of the bond. Amy Luciani discussed the need by this Friday, June 14 we need to have a letter from the Contractor with our final

guarantee maximum price based on the current site planning and building planning documents. Frank believes this is possible based on the original budget.

David Clodgo updated the Board on the DOT negotiations. The Municipal and School Transportation Assistance review resulted in a finding that they will not required access to Burlington Mill Road, and as a result we will remove this access point. As a result, we no longer have a request for access on Burlington Mill, which means that we no longer have a need for improvements to Capital Blvd. Improvements on Burlington Mill will still go forward, as these were requirements for Town of Wake Forest. Verbal approval has been given from both the State DOT and Town of Wake Forest. We will pull the permit application and get written approval for the removal of this access once the Board approves this change to the site plan.

Kevin Myers moved to update the site plan to accept the recommendation of the Endeavor Foundation Board of Directors to remove the access driveway to Burlington Mills Road. Bill Borter seconded the motion. The motion approved unanimously.

David and John Collar updated the Board on the loan closure and the associated agreements between the Board and the Foundation Board, the Board and BB&T and the Board and the State. Discussion centered on the remaining covenants as part of the loan agreement with BB&T, including the need for \$550K in liquid cash reserves and the potential need for the bridge loan.

Kevin Myers moved to authorize Bill Borter to sign the ‘Guarantee Agreement Among the Endeavor Charter School, Endeavor Charter School Foundation, and BB&T’ on behalf of the Board. Margaret Holder seconded the motion. The Motion carried unanimously.

The Board discussed the need for a lease agreement between the Board and Foundation in order to close the Bond in July. The Board pointed out the need to ensure the agreement include phrasing that the first 18 months after closing would be interest-only due to pre-payment to the Foundation from the Board. Kevin Myers moved for the Board to authorize Bill Borter to sign the ‘Lease Agreement Between the Endeavor Charter School and Endeavor Charter School Foundation’ on behalf of Board of Directors. Christian Nechyba seconded. The motion carried unanimously.

The Board discussed the needed resolution to approve the Bond not to exceed \$7.9M. Andy Kristianson moved to approve the “Resolution of the Board of Directors of Endeavor Charter School, Inc. Approving The Issuance of Not to Exceed \$7,900,000 North Carolina Capital Facilities Finance Agency (Endeavor Charter School Project), Series 2013 and a Not To Exceed \$250,000 Taxable Loan.” Christian Nechyba seconded. The Board approved unanimously.

Financial Oversight

The Board discussed proposals that have been received to change financial oversight by bringing it in-house, changing firms, or staying with Acadia. Board discussed current approval of the job Acadia is doing for us, and desire to continue the relationship. Steve McAdams will work to pursue a two-year extension of the current contract. He will also respond to others that have approached the school to let them know that we are not looking to change our financial processes or auditing at this time.

Staffing Proposals

Kevin Myers presented proposals for Enrichment Coordinator and Testing Coordinator. The current estimate of the outgoing Enrichment Coordinator is that the role will involve approximately 820 hours over the course of the year, for a salary of approximately \$10,824 (13.20/hr). The desire of the Board is that the program is self-sustaining, including the salary of the Coordinator.

Kevin Myers moved that the Board set a salary for the Enrichment Coordination position at a salary of \$10,800 per year on an 11-month contract with a program performance-tied bonus of up to \$2200. Lisa Springle seconded. Motion was approved unanimously.

The Board then discussed the Testing Coordination position. This is a highly seasonal position that can range from 20 to 80 hours or more per month, and the working estimate is that this would be about 420-450 hours total through the year. The Wake County scale is \$15.75/hr for this position, but the proposal would be to make this position hourly at a salary of \$10,000 due to the nature of this work and the importance to the educational mission of the school. The Board discussed the implications of someone leaving the position mid-year, resulting in a repayment of salary.

Kevin Myers moved that the Board set a salary for the Testing Coordination position at a salary of \$10,000 per year on an 11-month contract. Christian Nechyba seconded. The motion was approved unanimously.

2013-2014 Budget Proposal

Bill Borter took the Board through the proposed budget for 2013-2014, clarifying details from last week's meeting around county and state revenues. The Board discussed the salary scale used, clarifying that it matched the Wake County scale as published at the time of this meeting. It already includes the Testing Coordinator position approved earlier in the evening. The salary section was consolidated compared with earlier drafts, but the overall expenditures are tied to the current approved contracts.

Bill Borter moved that the Board approve the 2013-2014 budget as presented. Margaret Holder seconded. The motion passed unanimously.

2013-2014 Teacher Bonus Discussion

Bill Borter led a discussion of the situation with regards to the current budget and the construction outlays between now and closure of the bond.

Kevin Myers will draft a note to staff explaining the current budget situation and our need to hold reserves for closure of the Bond and beginning of construction.

Staff Contract Approvals

Steve McAdams moved that the Board approve the 2013-2014 Teaching Contracts for Molly Mueller (4th grade) and Lindsay Fricke (1st grade). Christian Nechyba seconded. The motion carried unanimously.

Public Comments

There were no public comments.

Closed Personnel Sessions

Kevin Myers moved that the board go into closed session to discuss a personnel issue, pursuant to statute 143.318.11 (a) (6). Steve McAdams seconded the motion. The motion was unanimously approved, and the board moved into closed session at 10:16 pm.

Kevin Myers moved that the Board move to open session. Andy Kristianson seconded. The motion was unanimously approved. The Board reconvened in public session at 10:21 pm.

The meeting was adjourned at 10:22pm.